Members Attending:

Cleon Arrington, John de Castro, Bill Decatur, Sherry Gaines, Tameka Harper, Ramona Hasan, Ron Henry (chair), Fred Jacobs, Charles Marvin

Members Absent:

Sam Deitz

Others Attending:

Thomas Conway, Jerry Rackliffe, Edgar Torbert (secretary)

The minutes of September 19 were approved as distributed.

FY96-97-98 Budget Summary
Dr. Henry distributed a draft of a table showing FY96-97-98 personnel, non-personal services, and total budgets for GSU units grouped by university administration and support, academic programs, and Regents' programs. Dr. Henry explained some of the major changes effected by annual allocations and transfers; e.g., Presidential Assistantships budgeted in Office of President ($200K), network infrastructure and joint faculty positions budgeted in Provost Allocation Management ($2.18M). Dr. Henry indicated the table would be revised to separate Enrollment Services and Student Life units.

Dr. de Castro suggested the network infrastructure portion ($1.04M) of Provost Allocation Management should be separated and moved under university administration and support. Dr. Decatur pointed out budget allocation details were needed for most entries on the table to understand the FY96-97-98 changes. Dr. de Castro commented on the usefulness of personnel/non-personal services ratios in studying the budget. He added the increases in non-personal services budgets for colleges should not be seen as targets for redirection since these allocations were made to begin correcting seriously underfunded non-personal services budgets in the colleges. Dr. Gaines observed this analysis was difficult because of vacant personnel lines held for conversion to non-personal services.

Dr. de Castro inquired about the FY99 targets for USGa redirection funds. Drs. Henry and Decatur stated the targets would likely be unchanged from FY98. Dr. Henry indicated discussion of GSU requests for USGa redirection funds would commence in Deans' Group and a tentative list would be brought to FACP. He reminded that allocations from USGa had not followed the priorities set forth in the FY98 requests.

FY99 Enrollment/Revenue Projections
Mr. Rackliffe distributed a fiscal year enrollment table showing FY97 actual, FY98 budgeted, and FY98 actual (as available) credit hours. Mr. Rackliffe pointed out the enrollment/revenue projection approach using enrollments for the academic quarters in calendar year 1997, on which FACP had agreed at the previous meeting, would yield an increase of 30K credit hours for FY99. It was agreed to proceed accordingly.
**Contingency Fund**

Mr. Rackliffe distributed "Statement of Projected Revenues and Expenditures for FY98, As of September 30, 1997". He noted positive variances for student fees ($669K), indirect cost recoveries ($300K), fringe benefits ($300K for only two months), and utilities ($100K), which contributed to a contingency fund balance of $1.3M.

Mr. Rackliffe distributed "Projected Contingency Funding Requirements Fiscal Years 1998, 1999 & 2000" showing totals of $7.3M in FY98 and $4.7M in FY99 and FY00. He noted expected replenishments from state sources would reduce the FY98 total to $4.6M. Dr. Decatur pointed out in particular the three Georgia Research Alliance (GRA) projects for which $1.9M was anticipated from the supplemental budget. Mr. Rackliffe cautioned $623K of this amount was already encumbered for one project, and consequently should be a hold on the contingency fund pending delivery of the supplemental budget (see motion below).

Dr. Henry distributed information from Dr. Abdelal concerning costs for adding additional sections of English, mathematics and history core courses in the winter and spring quarters to reduce unmet demand ($192K for lecturers and $38K for operational support). Dr. de Castro asked if classroom availability would be a problem. Dr. Henry responded classrooms were readily available for afternoon sections, and increasing numbers of traditional students would improve chances for filling sections at such times. Dr. Decatur asked about unmet demand in other colleges. Dr. Jacobs asked for explanation of the request for funds for operational support. Dr. Henry responded these were estimates from the college for which he did not have specifics. He noted the amounts would enable purchase of computers and printers for the lecturers who would be full-time faculty. Dr. de Castro made a motion to recommend contingency funds in the amount of $230K for the Arts and Sciences unmet demand package. Dr. Arrington seconded the motion. The motion passed.

Mr. Rackliffe also distributed "Schedule of Contingency Fund Sources Fiscal Years 1997 & 1998" showing details of student fee sources; i.e., matriculation and non-resident. He noted non-resident fees continued to be well below projections. Dr. Decatur reminded that non-resident fees had been raised significantly.

Mr. Rackliffe distributed "Systems Migration Requested Budget for Fiscal Years 1998-2000" showing totals of $905K for FY98, $1.06M for FY99, and $1.15M for FY00. Dr. Decatur noted FY98 costs had been significantly reduced from the previous presentation by budgeting consultant costs through departmental budgets and postponing the Human Resources implementation to piggyback those costs with USGa. He also pointed out $260K of the personnel costs could be postponed.

Dr. Marvin made a motion to recommend contingency funds in the amount of $645K for system migration and $623K for the aforementioned GRA project. Dr. Arrington seconded the motion. The motion passed.

**Student Activity Fee Fund Balance**

Dr. Henry presented a request forwarded by Dr. Keppler to expend $14K of the student activity fee fund balance to recarpet the Panther Lounge in the University Center during the next quarter break. Dr. de Castro made a motion to recommend the funding of the carpet. Dr. Decatur seconded the motion. The motion passed.

The meeting adjourned at 10:15 a.m.
Please send questions or comments to Mary Nell Stone