The minutes of June 6 were approved as distributed.

**FACP Budget Calendar**
Mr. Rackliffe presented a revised FACP budget calendar with the following changes from the previous version: (1) October 15 deadline for fee increase/new fee proposals moved to October 31; (2) October 17 meeting moved to October 10; (3) October 31 meeting moved to November 7; and (4) addition of an April 3 discussion with the President about FY99 allocations.

In response to questions from Dr. de Castro about the later deadline for student fee proposals, Dr. Henry noted concern expressed by Dr. Scott that the original deadline would not allow time for student hearings. Dr. de Castro requested the discussion with the President about FY99 allocations be moved prior to release of the allocation decisions. It was agreed to move discussion with the President from April 3 to March 30. Dr. de Castro inquired about adding presentations by the college deans during the budget discussions February 9-20. Dr. Henry stated his intent to include the deans.

Dr. Henry called for a vote on the revised budget calendar. The calendar was so adopted.

**Semester Credit Hour Projections**
Mr. Rackliffe cited the need for FY99 semester credit hour projections in order to make revenue projections. He also explained the new fee "plateau" system, which would change the way tuition and fees are computed for GSU and DeKalb College students (currently by-the-credit-hour for all students) to conform with the other 32 institutions in USGa (flat fee for full-time students). Dr. Deitz commented credit hour projections would be extremely "iffy" this year with so many unknowns and suggested the Registrar would be in a better position to make these forecasts. Dr. Marvin recalled the College of Law had experienced a sharp drop in summer enrollments following its shift from a quarter to semester calendar. Dr. Henry added that increasing numbers of traditional freshmen and decreasing numbers of transfers would also complicate projections. Mr. Rackliffe speculated larger tuition amounts due at the beginning of semesters might have some impact on enrollments, but added a proposal was under review by the State Attorney General to allow tuition payments in two installments. It was agreed Dr. Henry would request semester credit hour projections from the deans with breakdowns by part-time/full-time and undergraduate/graduate.

**FY97 Sweep & FY98 Swap**
Mr. Rackliffe distributed tables displaying sources and uses of end-of-year sweep and between-year swaps, the latter to jump start the FY98 contingency fund. He pointed out between-year swaps with Pullen Library (pre-paid serials and pre-paid technology lease-purchase) and College of Law Library had netted $1.44M. Mr. Rackliffe noted two FY98 contingency fund allocations recommended by FACP: $250K for One Card start-up costs and $300K for equipping the Art & (formerly) Music Building computer lab and classrooms. He also noted contingency fund allocations for PE Building renovations ($170K); new classroom building architectural fees ($81K) and land acquisition fees ($500K); and design fees for the Digital Commerce Center ($15K). Dr. Decatur indicated the contingency fund allocations for the new classroom building and the Digital Commerce Center would be recovered as funds designated for those projects were realized.

Mr. Rackliffe distributed a table showing library acquisition expenditures for Pullen Library and College of Law Library for FY90-FY98. He pointed out two-year 12% increases for Pullen Library had not been paralleled for the College of Law Library, but could be accomplished by forgiving $87K of the FY98 swap from the College of Law Library. Dr. Marvin suggested these funds might be better directed to library technology. It was agreed to postpone action on the $87K adjustment. Dr. Marvin also suggested consideration of charging fees for outsiders to utilize the College of Law Library, since their use was generally for income-producing purposes.

FY98 Contingency Funds
Mr. Rackliffe distributed a projection of potential contingency fund expenditures for FY98 totaling $10.1M. Mr. Rackliffe explained replacement funds were anticipated for three Georgia Research Alliance projects ($1.9M) and for the new classroom building land acquisition fees ($500K). Dr. Decatur noted $81K for new classroom building architectural fees would also be recovered.

Dr. de Castro commented projected spending of $1.5M for North Metro Center (new site) loose equipment should be considered in tandem with classroom furniture needs on the main campus. Dr. Decatur said the NMC loose equipment purchases would not occur until FY99 and so could be removed from the projection for FY98. With this deletion and the recoveries mentioned above, the projection would be reduced to $6.1M.

Dr. Deitz reacted that the contingency fund was essentially already spent or overspent for the year, which would eliminate consideration of any requests from deans and vice presidents. Dr. Henry responded FACP had recommended dedicating the contingency fund in FY98 to major strategic initiatives rather than soliciting requests from various units.

Dr. Deitz called attention to the $2.5M item for PeopleSoft software migration. Mr. Rackliffe indicated at least $750K of this amount would be for PeopleSoft consultants. Dr. Deitz questioned the extensive use of consultants while simultaneously adding staff, and suggested use of faculty experts in related disciplines would be more cost effective and productive. He added the same objection could be raised regarding use of outside architects for renovations and master planning. Dr. Decatur responded that ISAT staff members were being trained for PeopleSoft migration, but consultants were still needed to do the training and to launch the project. He noted that master planning was mandated by the Board of Regents. Dr. de Castro commented on the competitiveness of the market for PeopleSoft consultants, and stated this was not a project to be done piecemeal.

Dr. de Castro questioned payment of closing costs for the President's home with contingency funds. Mr. Rackliffe explained the intent was to maximize the return on investment of funds realized from the sale, which would cover lease payments for the Muses Building property.
Urban Life Conference Center Service Fees
Dr. Henry introduced the proposed Urban Life Conference Center service fees submitted by Dr. Langston. Dr. Deitz made a motion to accept the proposal. The motion passed. Dr. Gaines suggested a look at how the Urban Life Conference Center rooms could be better used at times when conference center events are not scheduled.

Redirection
Dr. Henry warned flexibility for absorbing some of mandated USGa redirection at the system level had been exhausted, and consequently GSU would face redirection in the range of $5.4M for FY99. He added that some portion of this amount would likely be redirected to USGa to fund system-level initiatives.

Wireless Technology
Dr. Deitz urged consideration be given to advances in wireless technology before committing to wire all buildings horizontally.

Prepared by Edgar Torbert
Approved September 19, 1997

Please send questions or comments to Mary Nell Stone