Members Attending: Cleon Arrington, John de Castro, Bill Decatur, Sam Deitz, Sherry Gaines, Tameka Harper, Ramona Hasan, Ron Henry (chair), Charles Marvin

Members Absent: Fred Jacobs

Others Attending: Thomas Conway, Jerry Rackliffe, Edgar Torbert (secretary)

The minutes of January 16 were approved with correction of an omitted word.

Maymester & Summer Fees
Dr. Henry alerted FACP to possible complications with federal financial aid regulations if Maymester and summer fees are split. He suggested the recommendation of split fees be allowed to stand pending follow-up investigation of the financial aid implications by Dr. Decatur.

Contingency Funds
Mr. Rackliffe again distributed copies of "Statement of Projected Revenues and Expenditures for FY98, As of December 31, 1997" showing contingency funds in hand of $610K. He explained the excess in quarter credit hours registered for Winter Quarter had been offset by increased tuition waivers for graduate assistants so that contingency funds in hand had not increased significantly since December 31.

Mr. Rackliffe distributed copies of "Projected Contingency Funding Requirements, Fiscal Years 1998, 1999 & 2000" showing requirements potentially exceeding contingency and end-of-year funds by $481K based on the average annual contingency of $3.25M and average end-of-year of $1M.

Mr. Rackliffe distributed copies of "Schedule of Contingency Fund Sources, Fiscal Years 1997 & 1998" showing projected contingency funds of $3.6M for FY98. He pointed out fringe benefit savings were projected to be $1.5M less than in FY97 due to fully costing ORP participation.

Mr. Rackliffe stated the need to fund PeopleSoft backfill positions amounting to $260K immediately. Dr. de Castro questioned the use of contingency funds for personnel costs. Dr. Decatur responded that the backfill positions were for professional temps, not regular employees. Dr. Henry noted the concurrent need for supplementing Moves & Renovations, although some projects were being postponed until FY99, except for design work to be funded in FY98. Dr. Decatur presented an explanation of the redistribution of the original $1.95M in Moves & Renovations to facilitate bidding of some projects early in FY99. Dr. Decatur also called attention to the contingency fund requirement for library acquisitions to maintain the spending level of the previous year plus inflation. He pointed out additional end-of-year funds would be needed to execute the annual "flip-flop" of budgeted acquisition funds to jumpstart the FY99 contingency fund. Dr. Henry commented that while not married to the concept, the flip-flop would be all the more important for FY99 given the uncertain impact of semester conversion on enrollments. Mr. Rackliffe observed there was an upper limit to how much flip-flop the library could absorb (i.e., the amount of acquisitions which could be processed at the close of the previous year).
Mr. Rackliffe distributed copies of "Contingency/Moves & Renovations Funding Considerations Including New Projects Approved by CBSAC on 10/31/97" showing amounts by project released from the original $1.95M and amounts by project held back pending release of contingency funds totaling $700K.

Dr. Decatur noted CBSAC had recommending proceeding with all of the projects in the "released" column. Dr. Arrington asked for clarification of the scope of the Kell Hall fume hood project. Dr. Decatur replied that the funds would go toward development of a maintenance and repair plan for all Kell Hall fume hoods and that the proposal had been developed in concert with Arts & Sciences. Dr. Deitz questioned the use of the funds only to study the situation as opposed to making improvements. Dr. Decatur cited the need for a thorough evaluation by engineers prior to commencing the work.

Dr. Deitz inquired as to the existence of a backlog of projects before CBSAC. Dr. Decatur responded there was no backlog due to requests being discouraged prior to completion of the Master Plan. Dr. Henry briefly outlined projects on the horizon, including the Commerce (Club) Building, Classroom South, University Center, Digital Commerce Center in College of Business Administration, and Psychology (third phase).

Dr. de Castro suggested discussion shift to timing considerations for contingency funds. Dr. Henry commented on the importance of staying on course with the three-year plan for networking infrastructure as well as Year 2000 tools, GroupWise upgrade, and PeopleSoft backfill. Mr. Rackliffe suggested of these, $567K for networking infrastructure and $43K for PeopleSoft backfill for the next month would be a timely allocation of the $610K now available. Dr. Deitz questioned if the full amount for networking infrastructure could be spent immediately. Dr. Decatur responded that the networking consultants had already prepared all specs for the project, so it could proceed at that level. Dr. Deitz asked if the networking plan was coordinated with construction projects underway or planned to avoid undoing right away. Dr. Decatur assured this was the case.

Drs. Deitz and de Castro emphasized the need for the present ISAT space in Classroom South for new classrooms. Dr. Decatur responded the Commerce Building project to free space in Classroom South would begin in June with bidding in late spring. Dr. Henry noted the domino effect of postponing projects from FY98 to FY99 on completion of the Commerce Building project, Classroom South, etc.

Dr. de Castro made a motion to allocate from available contingency funds, $576K for networking infrastructure and $43 for PeopleSoft backfill. Dr. Marvin seconded the motion. The motion passed.

**Redirection**

Dr. Henry distributed copies of "Redirection Targets", "University Redirection Plans FY99-Internal", and "University Redirection Plans FY99-External". Dr. Henry reported the original external target of $100K from the Georgia Career Information Center had been reduced to $29K because the balance of the GCIC budget was a pass-through from the Board of Regents. He also noted external redirections of $103K from the Counseling Center and $60K from Enrollment Services as part of the $600K target for Student Life-Recreation. Dr. Deitz responded the intent had been to reduce Student Life-Recreation, in particular middle management costs, and not the Counseling Center and Enrollment Services. He cautioned the redirection from the Counseling Center would have a dramatic effect on its services.

Dr. Henry distributed copies of requests for system redirection funds as discussed with the Deans’
Group along with his recommendations for submission to the Chancellor. He noted the original list of requests from the deans totaled $8.7M, and his initial cut to $4.2M was linked to the cap of 3% of FC10 budget set by the Chancellor. He indicated a total of $3.0-3.5M would be more realistic. He explained some items cut from the original list had been funded in FY98, and it was considered unlikely the Chancellor would recommend additional funding for them in FY99. He added the technology-based requests for campus networking, classroom technology, web technology, and PeopleSoft were cut from the list due to a separate funding mechanism for technology requests in FY99.

Dr. Decatur urged PeopleSoft be retained on the list, as a late addition to the list of system priorities. Dr. Henry noted the English-Writing Across the Curriculum had been funded in FY98, and probably should be reduced to $100K or $0. Dr. de Castro commented that there seemed to be too many requests and that some might be combined such as the three requests from the College of Business Administration and unmet demand with semester conversion. Dr. Deitz referred to discussion in the Deans' Group about unmet demand, which Dr. Henry related to the appropriateness of asking the Regents for funds for students for whom we had been funded already. Dr. Decatur expressed concern the Regents might count additional OMP dollars against the cap on system redirection requests, which would have a huge impact on GSU given the new buildings coming on line. Dr. Marvin pointed out the digital commerce initiative was cross-disciplinary involving more than the College of Business Administration and urged it be kept as a separate request. Dr. Decatur questioned the request for semester conversion since the Chancellor had publicly declared semester conversion to be at no cost. Dr. Henry indicated he had discussed this issue with Dr. Muyskens. Dr. de Castro suggested retaining the request but renaming it.

The meeting adjourned at 10:30 a.m.

Prepared by Edgar Torbert
Approved February 6, 1998