

Eastern Ad-Hoc Budget Committee
Minutes
November 29, 2012
Connecticut Room
9:30 a.m.

Attendance:

David Bachand, Patricia Banach, Karyl Bulmer, Maryanne Clifford, Karen Collins, David Cummings, Matthew Hicks, James Howarth, Drew Hyatt, Kristin Jacobi (representing Anne Dawson /AAUP), Thomas Madera, David Mariasi, Diane Moore, Elsa Núñez, Michael Pernal, William Salka, David Stoloff

Absent:

Susanne Dowling, Terry Lennox, Denise Matthews, David Oyanadel, Dimitrios Pachis

Meeting commenced at 9:35 a.m.

1. Approval of Previous Meeting Minutes

D. Cummings moved and D. Mariasi seconded that the minutes of the October 24, 2012, meeting be approved. The motion passed unanimously.

2. Welcome and Update – President Núñez

E. Núñez welcomed the committee. She informed the committee that the following have occurred with the Board of Regents.

- Dr. Philip Austin has been appointed Interim President until July 1, 2013. In January, the search will begin for a new President, who will assume the position on July 1, 2013.
- The BOR will be approving tuition and fees in March.
- The BOR is working with a consultant to create one Strategic Plan for the State Universities, Community Colleges, and Charter Oak College.

3. Overview of Energy Savings – Nancy Tinker

N. Tinker presented PowerPoint slides (Attachment A) on the University's energy conservation efforts. N. Tinker showed the group how to navigate the Energy Dashboard website to monitor energy usage and savings.

N. Tinker informed the committee that the American Association of Sustainability and Higher Education's STAR program has awarded Eastern with a Silver ranking. ECSU is one of only three universities in Connecticut to receive this ranking.

N. Tinker explained to the committee how the Fuel Cell is being used to generate heat for the Science Building, thus resulting in significant energy savings.

4. Financial Update – Jim Howarth

J. Howarth reviewed the ECSU Expenditure Plan (Attachment B), the new quarterly report requested by the BOR Finance Committee. This was prepared before the Governor's rescission. Eastern is in good shape independently and in comparison to other universities.

J. Howarth handed out the 5% rescissions (Attachment C) based upon information received from the Governor's Office yesterday. Eastern will find out its share of the rescission this afternoon. The maximum amount the Governor can rescind is \$1.943 million. Since the Governor's rescission only covers slightly less than half of Governor's projected shortfall, J. Howarth anticipates additional cuts. J. Howarth explained the steps the University will take to achieve the 5% reduction, as listed on the bottom half of Attachment B.

The committee proposed and discussed the option of saving money by limiting Facilities and ITS work orders to essential items. M. Pernal, W. Salka, and J. Howarth will write a letter from the Ad Hoc Budget Committee to the campus community informing them of this.

5. Tuition and Fee Process – Jim Howarth

J. Howarth informed the committee that President Núñez and he are presenting Eastern's initial tuition and fee request to President Austin and Chief of Staff Dennis Murphy next week. E. Núñez said Eastern and Southern are requesting a 5% increase, Western an 8% increase, and Central a 3% increase.

J. Howarth told the committee that SGA approved a \$5 increase in the Student Activity Fee increasing the rate from \$90 to \$95.

6. Human Resources Update – Mike Pernal

M. Pernal distributed a status report on searches (Attachment D). He stated that the University has only moved forward with positions related to health and safety or which provide direct services to students. Faculty searches are the most critical priority, along with health and safety positions. M. Pernal announced that D. Mariasi was just appointed Assistant Director to Financial Aid.

M. Pernal said the number of converts from ARP to SERS is currently at 49. E. Núñez said the cost to ECSU is \$1.4 million.

7. New Business – General Discussion - All

No new business.

The meeting adjourned at 10:45 a.m.

Submitted by,

Rebecca Davis

Ongoing Efforts

ISO NE Load Reduction Program

Electrical Shop Lighting Improvements

solar lights

garage lights

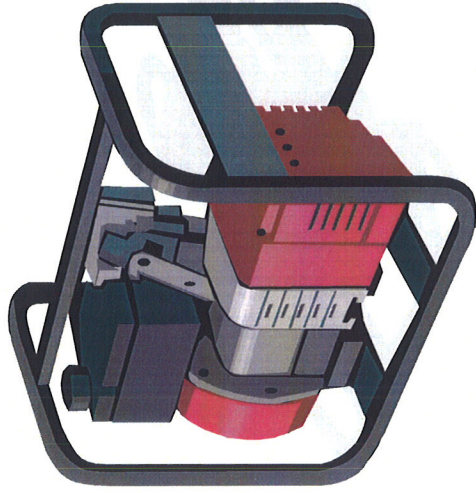
led site lighting

Retro-commissioning Project

Energy Star Appliances

Energy Efficient Building design

ISO New England Load Reduction

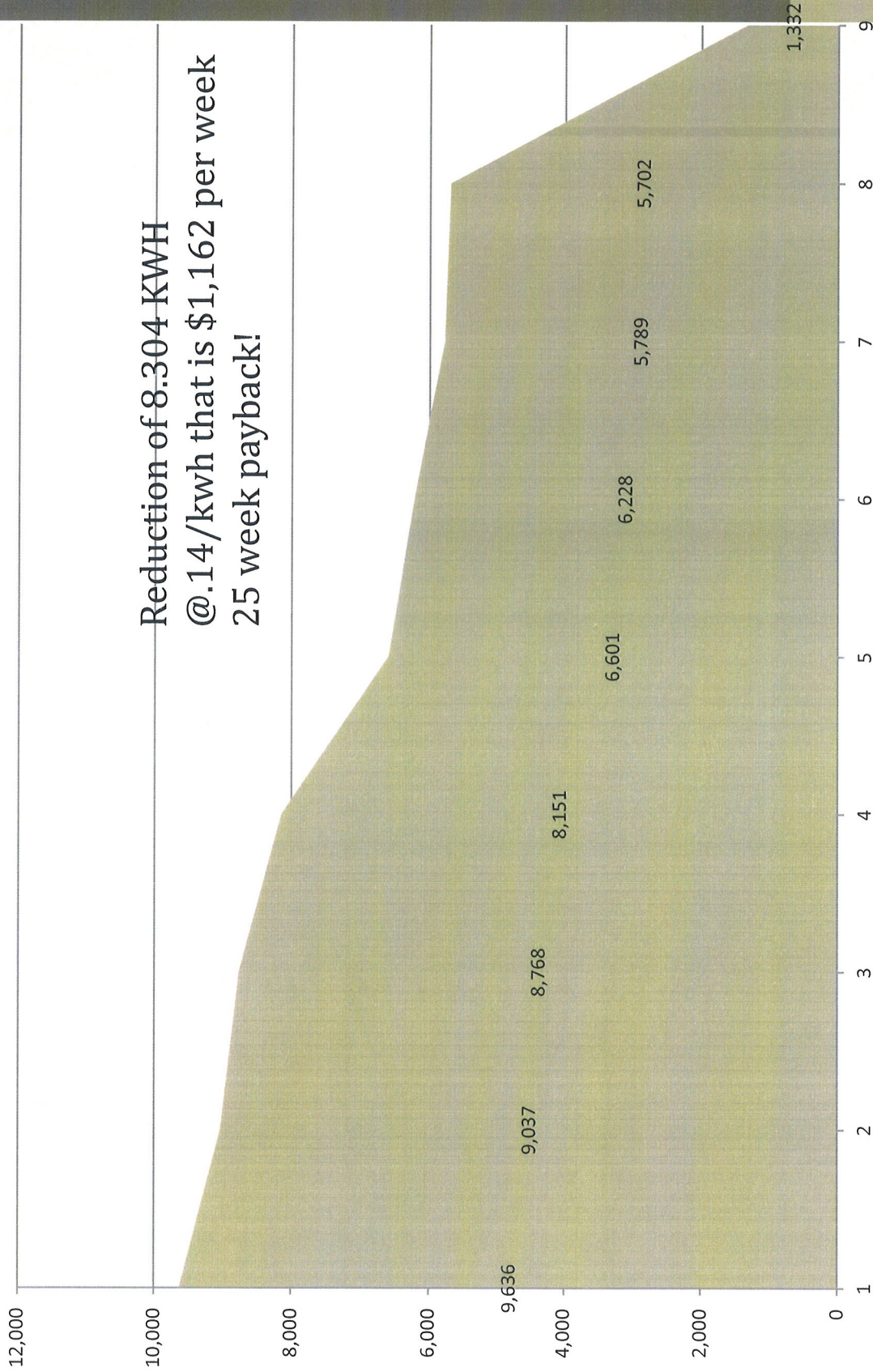


- During the summer months we are on standby to reduce energy consumption by 100,000 kwh
- We accomplish this with generators and building automation system

ECSU Electrical Shop

- Solar Lights
- Bus Stops
- Dumpsters
- Burr Hall
- Burnap and Crandall Building Lighting

Garage Lighting Improvements

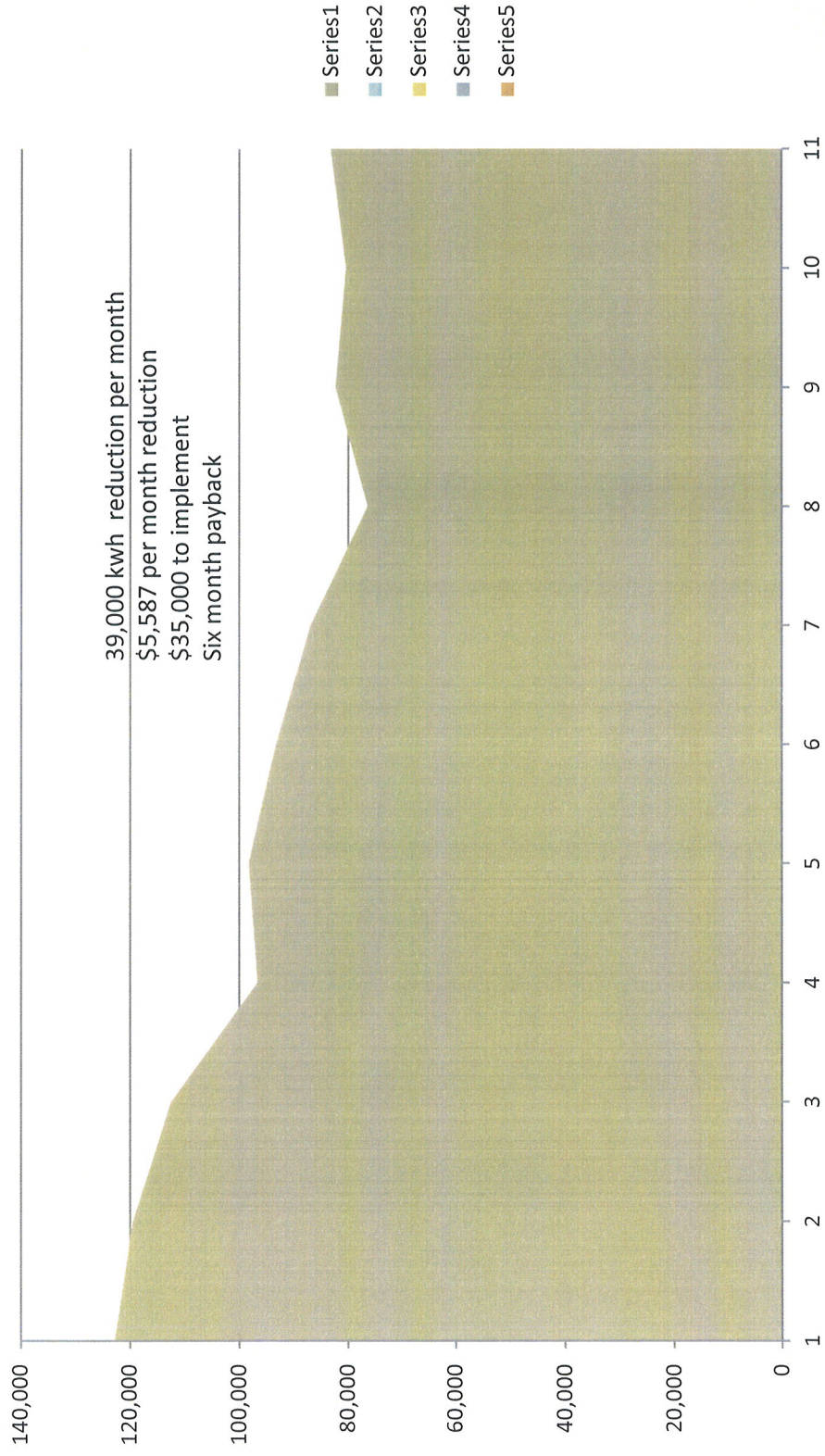


LED Lighting

- Sternberg light company now makes an LED lamp for our site lighting. We have changed out the majority of the site lights on campus. It is difficult to quantify the site lights because they are all associated with buildings. In addition to the reduction in energy consumption, the bulbs last for up to 20 years.

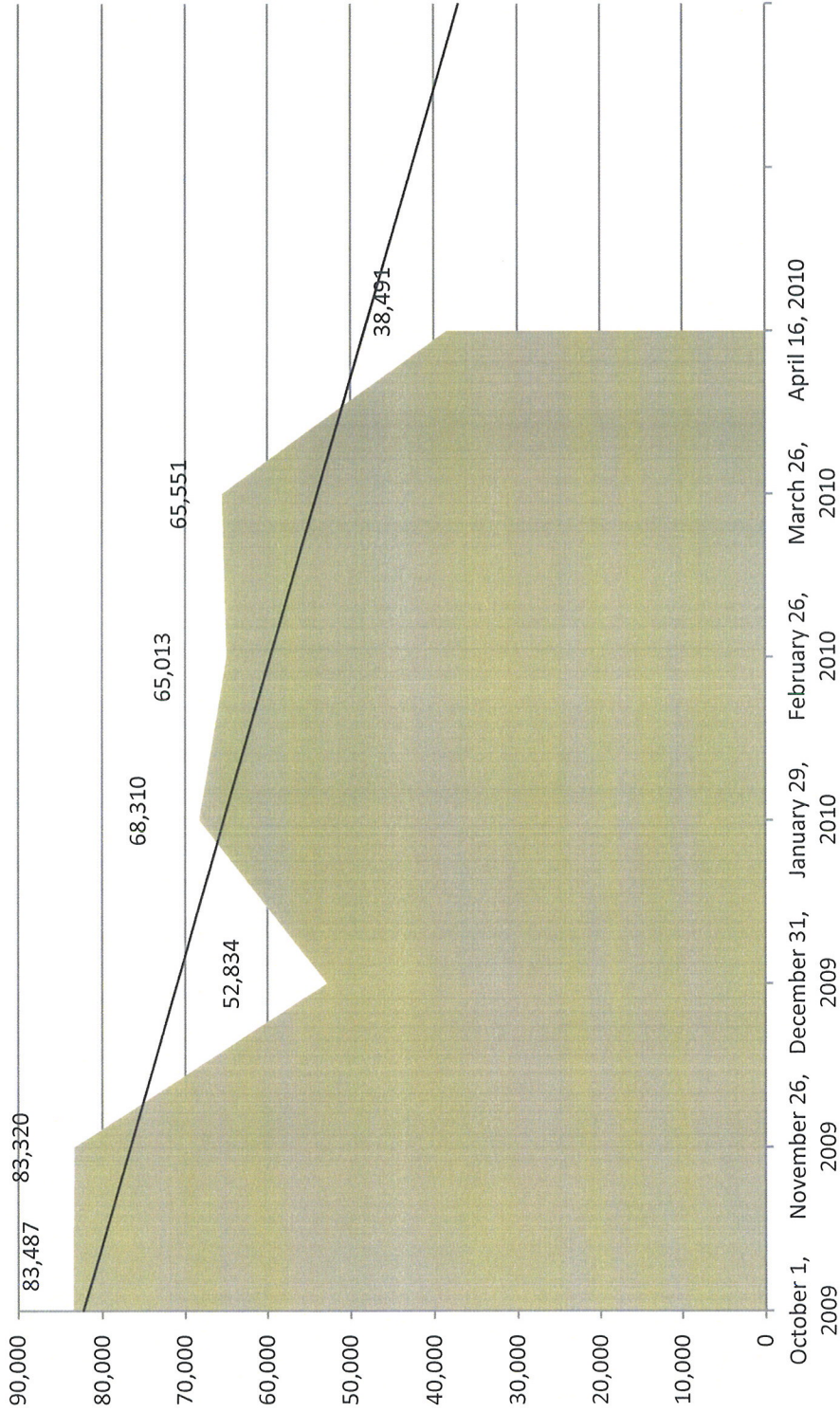
Webb Hall – Air Handler Upgrade

Webb Hall Air Handler Upgrade

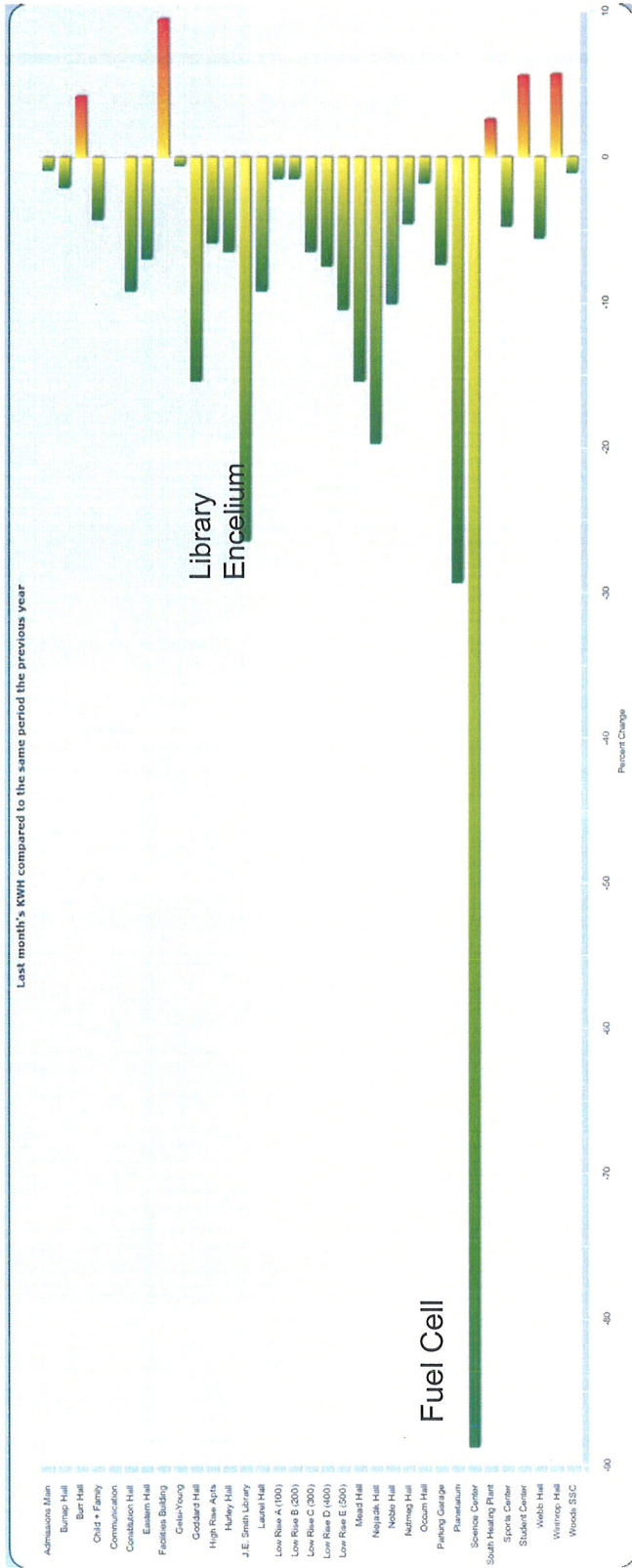


Science Building - Commissioning

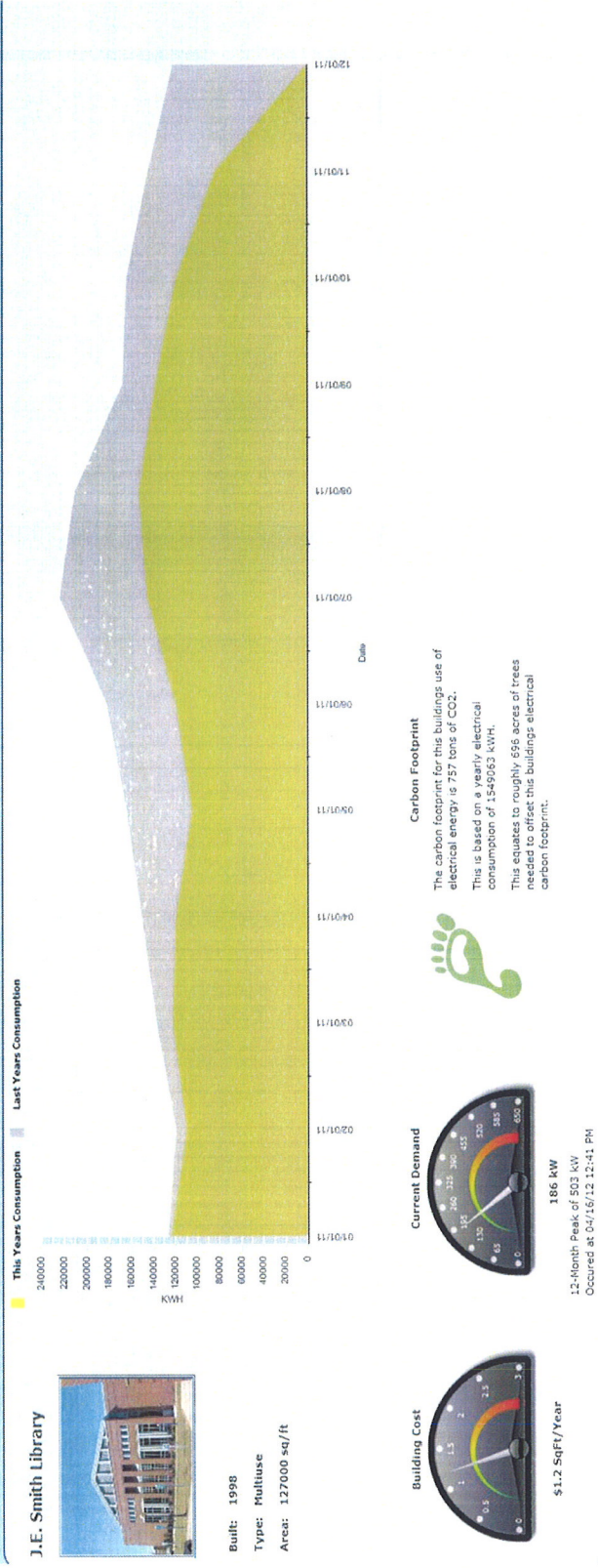
Science Building Energy Use



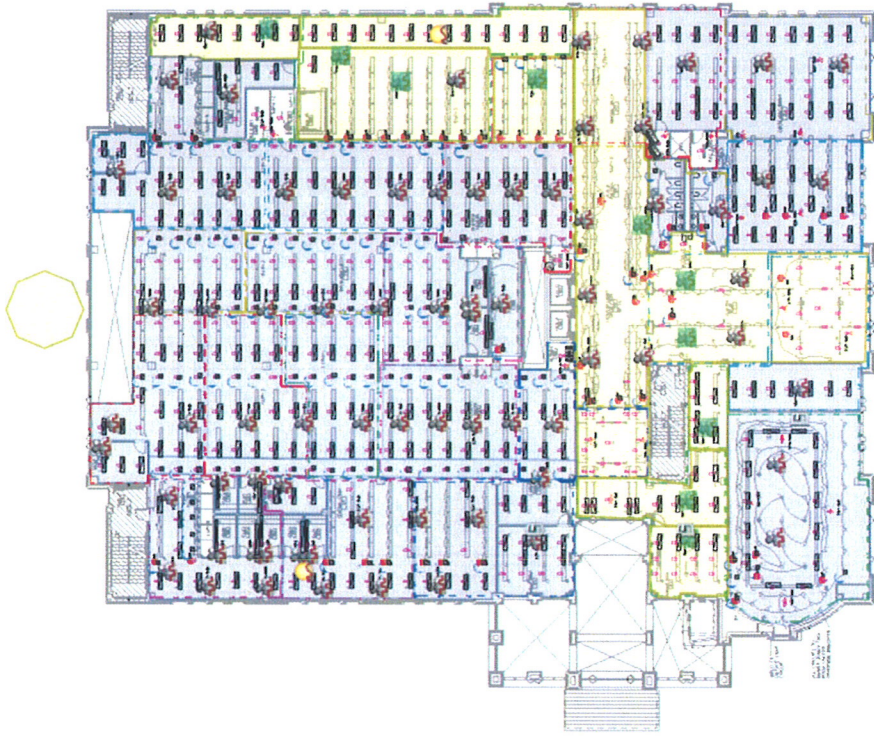
Eastern's Dashboard



Library Encelium System

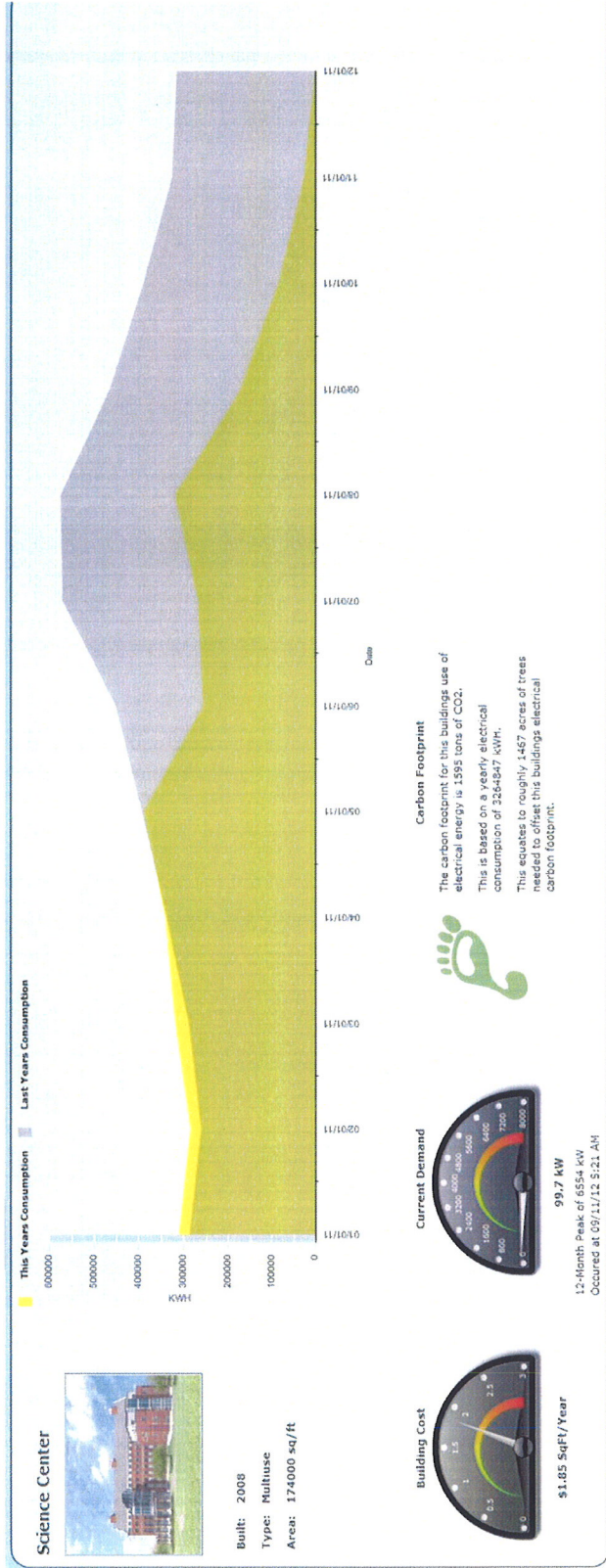


Library - July 2012



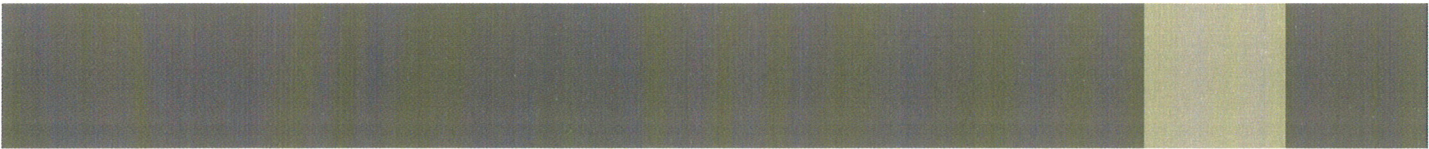
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Science Building Commissioning and Fuel Cell



The Dashboard

- [ECSU Energy Dashboard](#)



DRAFT

Eastern Connecticut State University
 Expenditure Plan (Operating E&G /Auxiliary Services/Self-Supporting)
 FY13 Budget per FY13 Spending Plan (Revised 5/22/12)

Account Name	Actuals		Est.	Estimated		Budget SFY 13	Variance of Budget	% of Budget	Comments
	7/1/11 - 6/30/12	7/1/12 - 6/30/12		10/1/12 - 6/30/12	EOY SFY 13				
Revenue:									
Tuition (Gross)	20,018,459	10,503,089	9,910,623	20,413,712	20,863,712	(450,000)	-2.2%	Student mix and slight shortfall, recruiting on target	
Part Time Tuition (Gross)	1,784,339	964,982	836,462	1,801,444	1,681,444	120,000	7.1%	Budget included a reduction that has not materialized	
University General Fee (excluding Accident Ins.)	1,997,925	1,099,507	6,647,119	13,754,586	13,844,586	(90,000)	-0.7%	Budget included a reduction that has not materialized	
University Fee	4,491,535	2,353,689	2,248,226	4,601,915	4,676,514	(74,600)	-1.6%	Slight shortfall	
Extension Fee (Gross)	3,420,656	1,522,233	1,914,096	3,436,329	3,316,329	120,000	3.6%	Overall mix of students and slight shortfall	
All Other Student Fees	1,738,089	888,832	730,865	1,619,697	1,619,697	0	0.0%	Budget included a reduction that has not materialized	
Accident Insurance	1,086,759	573,113	627,537	1,200,650	1,200,650	0	0.0%		
Telecom Revenue	402,991	214,144	197,056	411,200	411,200	0	0.0%		
State Appropriations	26,055,756	6,142,511	19,879,412	26,021,923	26,021,923	0	0.0%		
Fringe Benefits Paid By State	12,704,809	0	12,768,842	12,768,842	12,768,842	0	0.0%		
Housing	17,430,888	9,677,562	8,946,974	18,624,486	18,549,486	75,000	0.4%	Increased including Best Western	
Food Service	6,399,091	3,632,555	3,024,691	6,657,246	6,832,246	(175,000)	-2.6%	Budget growth assumption too aggressive	
All Other Revenue	2,387,743	423,888	1,836,887	2,260,775	2,260,775	0	0.0%		
Less: ContraRevenue	(1,069,672)	(805,977)	(442,651)	(1,248,628)	(1,248,628)	0	0.0%		
Total Revenue	111,990,785	44,297,595	70,071,528	114,369,123	114,723,722	(354,600)	-0.3%	Overall minor variation in total revenues projected	
Expenditures:									
Personal Services:									
Total Full Time	41,834,112	9,311,710	32,135,729	41,447,439	41,730,366	(282,927)	-0.7%	Open positions projected for the remainder of year	
Part Time:									
Lecturers	5,110,477	884,692	4,407,342	5,292,034	5,292,034	0	0.0%		
Perm/Intermit PT	108,945	22,799	157,052	179,851	105,000	74,851	71.3%	University Drivers to support student shuttle services	
University Assistants	828,370	169,241	605,759	775,000	825,000	(50,000)	-6.5%	Move to Part Time University Drivers	
Graduate Assistants	66,090	11,680	58,320	70,000	70,000	0	0.0%		
Other Part Time	31,083	547	24,453	25,000	25,000	0	0.0%		
Total Part Time	6,144,965	1,088,959	5,252,926	6,341,885	6,317,034	24,851	0.4%		
Overtime	699,209	180,061	599,939	780,000	780,000	0	0.0%		
All Other Personal Services	4,051,959	661,091	3,277,116	3,938,207	3,938,207	0	0.0%		
Subtotal Personal Services	52,730,245	11,241,821	41,265,710	52,507,551	52,765,607	(258,056)	-0.5%		
Fringe Benefits	20,036,528	4,851,321	18,139,292	22,990,613	22,690,613	300,000	1.3%	Higher rate used in budget offset by ALT to SERS	
Workers Comp./Recovery	284,075	238	216,101	216,339	216,339	0	0.0%		
Total P.S. & Fringe Benefits	73,050,848	16,093,380	59,621,103	75,714,483	75,672,559	41,924	0.1%		
Other Expenses:									
Inst. Financial Aid/Match	4,250,866	2,223,245	2,306,805	4,530,050	4,530,050	0	0.0%		
Waivers	1,286,270	660,223	705,607	1,365,830	1,365,830	0	0.0%		
Bad Debt Expense (current year)	242,720	0	375,404	375,404	375,404	0	0.0%		
All Other Expenses	19,688,434	3,665,403	17,376,938	21,042,341	21,242,341	(200,000)	-0.9%	Food service revenue and continued spending restraint	
Telecom Expense	1,060,201	54,032	1,049,168	1,103,200	1,103,200	0	0.0%		
Total Other Expenses	26,528,491	6,602,903	21,831,922	28,416,825	28,616,825	(200,000)	-0.7%		
Library Expenses:									
Books	244,185	48,761	202,310	251,071	251,071	0	0.0%		
Periodicals	365,626	23,928	374,948	398,876	398,876	0	0.0%		
Electronic Periodicals / Subscriptions	254,007	72,470	160,090	232,560	232,560	0	0.0%		
All Other Library Equipment	21,332	1,032	18,513	19,545	19,545	0	0.0%		
Total Non-P.S. Library Expense	885,150	146,191	755,863	902,052	902,052	0	0.0%		
Total Equipment (excludes Library)	432,091	90,196	609,804	700,000	700,000	0	0.0%		
Total Expenditures	100,896,580	22,932,670	82,800,690	105,733,360	105,891,436	(158,076)	-0.1%		
Addition to (Use of) Funds Before Designated Items	11,094,205	21,364,925	(12,729,163)	8,635,763	8,832,286	(196,524)	-2.2%		
Designated Transfers Per BOT Policies									
Debt Service (University Fee)	(4,435,723)	0	(4,601,915)	(4,601,915)	(4,676,514)	74,600	-1.6%	Based on lower University Fee	
Debt Service (Residence Halls)	(2,755,178)	0	(2,788,519)	(2,788,519)	(2,788,519)	0	0.0%		
Debt Service (Parking Garage)	(533,932)	0	(533,994)	(533,994)	(533,994)	0	0.0%		
Auxiliary Renewal and Replacement	(414,412)	0	(1,061,335)	(1,061,335)	(1,183,259)	121,924	-10.3%	Reduce transfer to reserve	
Transfer to Required BOT Guideline	(900,000)	0	0	0	0	0	n.a.		
Transfer from System Office for Legal Fees	0	0	350,000	350,000	350,000	0	0.0%		
Total Designated Transfers	(9,039,245)	0	(8,635,763)	(8,635,763)	(8,832,286)	196,524	-2.2%		
Other Designated Fund Requests									
Debt Service Prefunding	0	0	0	0	0	0	n.a.		
27th Payroll (budgeted \$2.1 m not required)	0	0	0	0	0	0	n.a.		
Total Other Designated Fund Requests	0	0	0	0	0	0	n.a.		
Addition to (Use of) Funds	2,054,960	21,364,925	(21,364,925)	0	0	0	n.a.		

Budget Rescission

Overall reduction by Governor for Connecticut State University \$7,059,804 (5%)

Eastern's share of FY 2013 Budget General Fund

General Fund \$26,121,757

Fringe Paid by State \$12,738,842

Budget \$38,860,599

Estimated 5% Reduction \$1,943,030

"The \$2.0 Million reduction"

All areas will be impacted to achieve a cut of this magnitude- our objective remains to minimize any impact to our students.

How we will address the shortfall – considerations include:

Continue to hold open positions

Reduce controllable operating expenses

Reduce equipment purchases from operating funds

Reduce Auxiliary Services addition to reserves to minimum required levels

Consider any additional revenue opportunities

The following is a status report on searches

FACULTY SEARCHES FOR 2013-2014

School of Arts and Sciences

Biology (4)

Environmental Earth Science (3)

Mathematics (3)

Political Science (1)

Psychology (1)

Visual Arts (1)

School of Education and Professional Studies

Business Administration (3)

Education (1)

Health and Physical Education (2)

TOTAL – 19

CLASSIFIED POSITIONS

Custodians (2)

Storekeeper (1)

Building and Grounds Patrol Officer (1)

SUOAF

Assistant to the Director of Financial Aid

Coordinator of Accessibility Services

Director of Academic Services Center

Preschool Teacher Associate

Curriculum and Program Coordinator

MANAGEMENT

VP for Finance and Administration