

**USFSP BUDGET COUNCIL MEETING
MINUTES OF THE MEETING: 3/25/2008**

Members Present:

Christian Buckler
Chris D'Elia
Ashok Dhingra
Vivian Fueyo
Margaret Hewitt
Julie Jakway
Kent Kelso
Steve Ritch
Trisha Rothman
Michael Williams

Members Absent:

Kathy Agne
Ernie Gonzales
Norine Noonan
Gerald Notaro

Budget Update: Dr. Dhingra reviewed the current budget reduction scenario.

USFSP has been requested to prepare a plan for a fiscal budget reduction 15% for fiscal period of 2007-20099 (current and next fiscal year). Four percent of this reduction has already been implemented.

USFSP will prepare a plan for an additional 11% fiscal budget reduction for FY 2008-2009, for a total fiscal budget reduction of 15% for 2007-2009 fiscal years.

Enrollment Targets for 2008-2009: Dr. Hohengarten provided an enrollment target update for the 2008 and 2009 academic years.

USF system has been requested to prepare a 5.9 enrollment reduction over the next four (4) years to coincide with the planned budget reduction.

USF plans to take extend its reduction over the next four years, making no enrollment reduction this upcoming year, 2008-2009.

	Actual FTE 07-08	Target FTE 07-08	Modified Target 08-09	
Lower level	659	676	679	(+20)
Upper level	1,502	1,512	1,528	(+26)
Graduate	<u>287</u>	<u>235</u>	<u>287</u>	
	2,448	2,423	2,494	
	07-08	08-09		
FTIC	269	370	(+101)	
Upper Level	941	1,060	(+119)	

Guidelines on Non-Personnel Expenditures: Ms. Julie Jakway presented the final draft of the USFSP 2007-2008 Non-Salary Spending Guidelines and final draft of the USFSP Non-Personnel Expenditure Freeze Exception Form. The Budget Council reviewed both documents and agreed to recommend these documents to the Regional Chancellor for implementation.

Dr. Fueyo noted that the UFSP 2007-2008 Non-Salary Spending Guidelines document consistently reflects that document which the college deans previously submitted to Interim Regional Vice Chancellor for Academic Affairs Dr. Chris D'Elia.

Ad-hoc Team Update on Administrative Practices: Dr. Vivian Fueyo reported that the Ad-hoc Team charged with reviewing administrative practices met last Thursday, March 20. The team reviewed submissions from Academic Affairs (except the Library), College of Arts and Sciences, College of Business, College of Education, and the Human Resources Department.

The Ad-hoc Team will meet next on Thursday, April 3 and review submissions from Administrative and Financial Services, and the Library.

The Ad-hoc Team will then meet one final time on Tuesday, April 8 to conclude its work and prepare a summary of recommendation to present to Dr. Dhingra and the Budget Council.

Ad-hoc Team Update on Ideas: Dr. Margaret Hewitt, Faculty Senate Chair, read from the team's report to the council on immediate reduction ideas and future reductions to develop new revenue.

The council agreed to establish Thursday, April 10, as the deadline for the submission of faculty and staff budget saving ideas and the institution response in that regard.

Compilation/Preparation of the Final Report: Dr. Dhingra indicated that the council will meet on Tuesday, April 15, 2 p.m. to conclude its work and prepare its final report for submission to Regional Chancellor Karen White.

If it is necessary to schedule this final meeting prior to Tuesday, April 15, the council will be properly notified.

The meeting was adjourned at 3:10 p.m.

Minutes respectfully submitted by DeeLynn Rivinius
Special Assistant to the Regional Chancellor