

[Budget and Finance]

OCT 30, 2012

MINUTES

BUCHTEL MCCOLLESTER

3:00 - 4:30 P.M.

ROOM

MEETING CALLED BY	Gustavo Carri & David Cummins
TYPE OF MEETING	Bi-Weekly Meeting
FACILITATOR	Gustavo Carri
NOTE TAKER	Jeanette Carson
ATTENDEES	Gustavo Carri, Jeanette Carson, David Cummins, Amy Gilliland, Ali Hajjafar Joan Kaye, Matt Lee, Ken Linderman, Mary Beth Clemons, George Haritos
ABSENTEES	Dominick Donofrio, Michael Dzordzormenyoh, William Bediako

Agenda topics

3:00- 3:20PM FY13 BUDGET UPDATE DAVID CUMMINS

The university's first quarter budget numbers show that the university is faced with a \$9 million shortfall with respect to the flat enrollment assumption for the fall 2012 semester. The Budget Office is looking at various ways to reduce this shortfall such as taking \$4.5 million from the stabilization fund, asking all VP's to be frugal and refrain from spending on large purchases, minimizing travel expenses, monitoring hiring closely and looking at the Wayne College stabilization funds. At this time David Cummins said there is no plan to offset the shortfall with carryover dollars.

3:20PM-3:50PM ISSUE BRIEF: ENVIROMENTAL SUSTAINABILITY GUSTAVO CARRI

At the September Meeting, the BOT authorized the executives at the university to investigate the costs for the installation of solar panels on the roof of the Stiles Field House more extensively. A fast-track RFP process was conducted by the Purchasing Department in early October. Three vendor proposals were received and the lowest bid will be awarded subject to the BOT approval at October 31 st meeting. The energy savings are estimated to at least \$1 million over the next 20 years. An engineering study remains to be done to resolve how the solar panels will connect to UA's power supply. Can the Stiles Field House roof structure support the solar panels? Ali Hajjafar made the suggestion that UA engineering studynts or UA engineering technology students, and faculty advisors conduct the engineering study. Questions were raised regarding the liability if students complete the engineering study and the time it would take for them to do such a project. Questions were also raised regarding who is responsible for the maintenance and repair of the solar array and the life expectancy of the panels. Also who would be liable if the panels damage Stile's roof structure over the 20 year contracted period? These questions and concerns will be shared with Purchasing and Legal Counsel by David Cummins.		
	DISCUSSION	costs for the installation of solar panels on the roof of the Stiles Field House more extensively. A fast-track RFP process was conducted by the Purchasing Department in early October. Three vendor proposals were received and the lowest bid will be awarded subject to the BOT approval at October 31 st meeting. The energy savings are estimated to at least \$1 million over the next 20 years. An engineering study remains to be done to resolve how the solar panels will connect to UA's power supply. Can the Stiles Field House roof structure support the solar panels? Ali Hajjafar made the suggestion that UA engineering students or UA engineering technology students, and faculty advisors conduct the engineering study. Questions were raised regarding the liability if students complete the engineering study and the time it would take for them to do such a project. Questions were also raised regarding who is responsible for the maintenance and repair of the solar array and the life expectancy of the panels. Also who would be liable if the panels damage Stile's roof structure over the 20 year contracted period? These questions and concerns will be shared with Purchasing and Legal Counsel by David

During this meeting the committee held a teleconference with Ms. Lucy Berry from Kent State University who administers a program called "Kent First", a fixed 42 month payment program for incoming freshman. The committee posed questions to Ms Berry to determine if this type of payment plan would be popular with incoming UA students. Ms. Berry told us that Kent has between 400 and 500 student enrolled in this program. However, managing the program is challenging since it is labor intensive. The program includes tuition and general fees. But, it does not include other fees like special course fees, program fees, etc. The payment plan is based on the assumption of an increase of 3.5% per year. The committee decided to request input from the Student Engagement and Success Standing Committee. DISCUSSION

Next meeting -November 21, Buchtel Hall McCollester Room 2:30pm-4:00pm

Future meetings

December 5, 2:30-4:00pm & December 19, 2:30-4:00

Location: Buchtel Hall McCollester Room