**Budget Council Agenda**

**Tuesday, February 28, 2017**

***President’s Conference Room***

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| William Cronk | Chris Fastnow | Jeff Heys |
| Chris Kearns | Toni Lee  | Terry Leist  |
| Bob Mokwa | Nicol Rae | Alice Running |
| Jerry Sheehan | Mandy St. Aubyn | *In Attendance:**Kathy Attebury, Heidi Gagnon, Mackenzie Seeley, Megan Bergstedt, Melissa Kinnear, Doralyn Rossmann, Dan Stevenson, Patti Yasbek, Chris Catlett* |

1. Call to Order

The meeting was called to order by Vice President Terry Leist.

1. Approval of Minutes

The minutes from the October 25, 2016 and November 22, 2016 meetings were approved.

1. Information/Announcements/Updates

 IV. Current Business

Presentations were given on the following institutional cost funds:

Kenning Arlitsch - Library

The cost of subscriptions, journals and periodicals continues to rise. The Library regularly reviews their list to make sure that those items on the list are still necessary and warrant continuation. If they are determined unnecessary, they have the option of terminating.

Ronda Russell - Admissions

Our University expends great effort and funding to the recruitment of students both in-state and out-of-state. Our success in attracting these students has been significant as evidenced by our increasing enrollments.

Chris Catlett - insurance

Our university is required to provide insurance coverage for the people and properties. Due to significant claims in recent years (hail, floods, work comp, etc.), our costs continue to rise. There are no other options for insurance coverage.

Laura Humberger - credit card costs

Students, in the past, paid a $10 fee to pay their bill with a credit card. The University chose to pay that convenience fee as a strategy to encourage more students to utilize this option. It has been extremely successful with little to no lines at the Cashier's during fee payment now. This has resulted in increased credit card costs for the University.

Dan Stevenson - Utilities

A campus this size has considerable utilities bills. Although efforts have been made in recent years to increase efficiencies, we still have considerable costs for our utilities costs. These costs are real and must be paid.

Dan Stevenson - Off-campus rent

Due to a shortage of space on campus, we find the need to lease space off-campus for many of our operations. We also have space on our campus that we lease to revenue generating operations or have operating agreements with.

Jerry Sheehan - Information Technology

Fixed costs are used to support hardware maintenance, software licensing costs, consulting to support the environment and professional organizations. The costs have increased significantly during FY14 to FY18, from $1.5M to $2.8M. Every time we add new systems and software, it increases our costs to implement and support them.

Legislative Update

The session is currently on break but the budgets are still looking like there will be significant cuts and/or tuition increases.

The next budget meeting will be **April 25, 2016.**

Meeting was adjourned.