

**WELCOME TO THE
CENTRAL BUSINESS OPERATIONS
COUNCIL MEETING!
SEPTEMBER 15, 2023**

- TO SIGN IN, SCAN THE QR CODE, AND FILL OUT THE FORM.
- NO DEVICE? NO PROBLEM! APRIL WILL MARK YOU PRESENT.



AGENDA ITEMS

- **MARK DENNEY:**
 - EAB RESOURCES
 - BUDGET SAVINGS (SLIDES 3-7)
- **YOLANDA EDMOND:**
TERMINATION ePAR FOR TEMP EMPLOYEES AND ADJUNCT FACULTY
- **MIRIAM ROUZIEK:**
CLARIFICATION - STANDARD EXPECTATIONS FOR PERFORMING PAYROLL REALLOCATIONS
- **DEJA SERO:**
 - CARRYFORWARD OPEN COMMITMENTS
 - QUARTERLY REVIEWS AND MEETINGS
 - FUND EQUITY REPORTS

FROM THE PRESIDENT'S RETREAT:

FOR FY2024

- **BUDGET CAPACITY**

- ADMIN & FINANCE WILL BEGIN CREATING LISTS OF HISTORICAL BUDGET CAPACITY, BASED ON HISTORICAL BUDGET TO SPENDING
 - PRIMARILY M&O, BUT ALSO LABOR
- WE WILL PROVIDE THE LISTS AS OPPORTUNITIES FOR TEMPORARY BUDGET REDUCTIONS FOR COMMENT
- WE WILL ULTIMATELY PRESENT THE PRESIDENT WITH THE SAVINGS RECOMMENDATIONS

- **VACANCIES**

- ADMIN & FINANCE WILL IDENTIFY BY DIVISION, AND POSSIBLY BY UNIT ANNUAL TURNOVER AND POTENTIAL SAVINGS FROM A "CHILL" (NOT A FREEZE) ON HIRING
- WE WILL LOOK AT AREAS OF SUBSTANTIAL VACANCIES FOR IMPACT CONSIDERATIONS

FY2024 (CONTINUED)

- **REDIRECT SAVINGS**
 - **ADMIN & FINANCE WILL IDENTIFY INITIATIVES AND THE POTENTIAL SAVINGS TO THE UNIVERSITY AND TEMPORARY BUDGET REDUCTIONS FOR COMMENT**
 - **EACH DIVISION WILL BE GIVEN A SAVINGS TARGET TO ACHIEVE FOR A TEMPORARY BUDGET REDUCTION**
- **NOTE: TEMPORARY BUDGET REDUCTION**
- **ANY/ALL DIVISIONS, UNITS, AND DEPARTMENTS THAT IDENTIFY (OR HAVE IDENTIFIED FOR THEM) BUDGET SAVINGS OPPORTUNITIES, WILL HAVE A TEMPORARY BUDGET REDUCTION, MEANING AT A POINT IN THE FUTURE, WHEN ENROLLMENT RECOVERS, AND THE BUDGET NO LONGER REQUIRES THE USE OF FUND BALANCE, THOSE TEMPORARY BUDGET SAVINGS WILL BE RETURNED TO THEIR ORIGINAL DIVISION, UNIT, OR DEPARTMENT.**

FOR FY2024 AND BEYOND

- **HOW WE DO BUSINESS**
 - **ADMIN & FINANCE WILL MAKE RECOMMENDATIONS ON BUSINESS OPERATIONS CHANGES THAT CAN PROVIDE OPERATIONAL SAVINGS FOR CONSIDERATION.**
 - **ADMIN & FINANCE WILL INITIATE WORKING GROUPS TO ADDRESS THE FOLLOWING AND DETERMINE THEIR USE, AND BUDGET RESPONSIBILITY:**
 - **MISC. OTHER REVENUE**
 - **DIFFERENTIAL TUITION**
 - **ADMINISTRATIVE E&G FEES**
 - **ADMIN & FINANCE WILL RECOMMEND PATHS TO HELP THE AUXILIARY OPERATIONS BECOME PROFITABLE, AND ENABLE THEM TO CONTRIBUTE TO THE UNIVERSITY.**

- **GETTING ENTITIES TO BE MORE SELF-SUPPORTING**
 - **ADMIN & FINANCE WILL EMBARK ON THE FOLLOWING TASKS TO MAKE BUDGETARY AND OPERATIONAL RECOMMENDATIONS TO IMPROVE EFFICIENCY OF OPERATIONS AND REDUCE COSTS:**
 - **PROCESSES TO ACCURATELY CHARGE DESIGNATED AND AUXILIARY OPERATIONS THEIR FULL FARE**
 - **ANALYSIS OF OUR ADMIN CHARGE**
 - **CLARIFICATION BETWEEN INDIRECT AND DIRECT CHARGES.**
 - **AS EXAMPLES.**

- **CLARIFYING CENTRAL AND LOCAL FUNDING AND THEIR USES**
 - **SEE MISC. OTHER REVENUE, DIFFERENTIAL TUITION, AND ADMIN FEES WORK ABOVE**
 - **FEE BOOK AND FUND BALANCE POLICY**
- **SYSTEM SERVICE CHARGE –**
 - **ADMIN AND FINANCE WILL PROPOSE PEOPLE TO WORK ON THE SYSTEM SERVICE CHARGE AND RECOMMEND THE FOLLOWING:**
 - **BETTER ALLOCATION OF COSTS TO CONTROLLING UNITS**
 - **ACTIONS THE UNIVERSITY CAN TAKE TO REDUCE THE SYSTEM SERVICE CHARGE.**

SEE YOU AT OUR NEXT CBOC MEETING!

- **FRIDAY, OCTOBER 13TH @ 9:30 AM**