

College Council Budget Committee Minutes of the February 16, 2012 Meeting

College Council Budget Committee Meeting

Thursday, February 16, 2012

The Committee Chair (Elena Samuels) convened the meeting at 4:30 PM in Room S 736.

Present were:

Elena Samuels, Fiscal Office

Joel Evans , Business Management

Jean Richard, Mathematics

John Montanez, Grants Office

Geoffrey Kurtz, Social Sciences

I. Review of Minutes

The committee reviewed the minutes of the November 14, 2011 meeting. The minutes were unanimously approved by the Budget Committee.

II. Review of Second Quarter Financial report

Ms. Samuels distributed three reports;

- Mid-Year Financial report
- Tech Fee Report
- CUNY Compact Budget

A. Mid-Year Report

Changes in the operating budget of the college are based on enrollment projections and the college's ability to meet the enrollment targets established by the university. Ms. Samuels noted the college's finances are in good shape for the 2011-12 fiscal year. BMCC's spring 2012 (student) enrollment is on pace and currently stands at 23, 827 which is within the target of 24,000 (+/- 500 students) established by the university. Had the college not met its revenue target, the administration would have been forced absorb cuts to balance the budget for the duration of the year. At mid-year Financial report date, BMCC projected to exceed its revenue target by \$3,1Mil. After the first two weeks of classes this projection has been lowered by approximately \$600K. The university will allow BMCC to rollover the projected budget surplus to FY 13 for preparations needed to open Fiterman Hall by August of 2012 and reprogramming the vacated classrooms and offices at 199 Chambers Street. BMCC will use a good portion funds generated through the enrollment increase to hire additional full time faculty. The added full time lines will allow the college to keep pace with enrollment growth and will slow down the increase in teaching adjunct expenditures. Despite the hiring of additional full time faculty, adjunct cost in spring 2012 will be reduced only slightly in an effort to address the issue of class size. For fall 2012, the average class size was 27.1, in spring, it was reduced to 26.5 on average.

Among the other items noted by Ms. Samuels were the following:

- The overall projected \$2.4 million increase in regular Personnel Service is attributed to the new hires of which \$1,7 million is the estimated cost of additional full time faculty, and approximately \$400K is the cost of contractual salary increases. The hiring process is still subject to the hiring freeze rules.
- Projected modest increase in Temporary Service (College Assistants) expenses by \$294,000 or 6% due to the rates increases and filling some full-time vacancies with hourly personnel.
- Projected increase in OTPS (Other Than Personnel Services) expenses due to several factors, among which are new more expensive contract for security services, higher cost of maintenance of copiers/printers and overall price increases for various goods and services.

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B. CUNY Compact Budget

CUNY has allocated \$2 million to BMCC for FY12 in support of initiatives aimed at improving student retention and improving administrative efficiencies. BMCC has earmarked these funds in the following manner:

- \$125,000 is allocated to the implementation of *CUNY First*
- \$77,000 is funding tuition waivers for student unable to meet the tuition increase mandated by the university
- \$617,486 was used in the fall to hire 15 f/t faculty on substitute lines. Ms. Samuels noted that some of these 15 lines were converted to permanent lines and are part of the 77 new faculty referred to earlier.
- \$106,807 is budgeted to hire academic support staff
- \$63,376 is budgeted to hire the support staff for the new Freshman Learning Academies program being implemented by the college
- Compact Funding also supports the initiatives aimed at the improvement of It infrastructure and facilities of the college.

C. Tech Fee Budget

The college's Tech Fee Available Budget stands at \$5.5 million, 4.0 based in collections from the current year and \$1.5 million in "roll-over" from the previous year. The college will not return any unspent funds to the university. It is anticipated that \$3.9 million will be spent this year, with \$1.5 million rolled over to next year.

Ms. Samuels noted the university uses the college's spring budget to make preliminary projections for next year's (FY 13) budget. Each department has been encouraged to encumber their budgets by mid-March.

March 15th is the final day for departments to encumber their OTPS budgets. Any unspent funds will be redistributed to other departments in order to ensure the college's FY 12 budget is fully expended.

Meeting was adjourned at 5:15 PM

Next meeting has been schedule for Thursday, April 5th at 4:30, room TBD.

Submitted by John Montanez, Dean of Grants and Research Administration
February 18, 2012