



BUDGET YEAR 2020-2021

Department: Financial Affairs

Date: April 8, 2020

Attendees: Mike McCoy, VP for Financial Affairs, Jonathan Craft, Asst. VP for Financial Affairs, Bethany Campbell, Staff Senate representative, Chris Nelson, College of Business representative, Mary Aquila, Library representative, Debra Vaughn, Faculty Senate representative, Wendy Cowan, College of Education representative, Bud Gifford, Information Technology representative, Chris Moss, Physical Plant representative, Mitchell Bazzel, Student Support Services representative, Tonyia Bowling, University Advancement representative, Molly Myhan, Academic Affairs representative, and Barbara Ferguson, reporting

Members Absent: Jeff Blankenship, College of Arts & Sciences representative

Due to the campus closure related to COVID-19, members of the Budget Advisory Committee participated in this meeting by means of electronic communications (through a telephone/Zoom conference call).

Mr. Craft presented the operational budget request for the Business Office of \$26,100. This is an increase from \$19,395. The increase is due to a change in the contractual service used for processing student refunds. For the Board of Trustees budget, he is requesting \$10,000. This is level from the previous year's request.

For the Utilities budget, he is requesting \$744,600. This is a decrease from \$791,000. Finally, he presented the operational budget request for Security. He is requesting \$27,750. This is an increase from \$12,750. The increase represents the cost to provide 10 additional automated external defibrillators in various campus buildings. This additional \$15,000 could be considered a critical need.

VP McCoy presented the operational budget request for the President's Office. He is requesting \$33,000. This is up from \$28,000. He pointed out that he substantially increased the travel budget but that was offset by the fact that we are no longer leasing a vehicle for the President.

VP McCoy briefly discussed the General & Administrative budget. This budget includes insurance, legal services, auditing services, bank fees, University memberships and various general University expenses. He is requesting an increase to \$682,500, up from \$557,700 for the prior year. This increase is primarily due to increasing insurance premiums and new assessment software.