

# STAFF CONGRESS

Northern Kentucky University Highland Heights, Kentucky 41076

## MEMORANDUM

TO: All Staff Congress Representatives

FR: Diane V. Hunley, President *DVH*

DA: November 14, 1988

RE: Special Congress Meeting

A special meeting of Staff Congress will be held on Thursday, November 17, 1988 at 2:00 p.m. in the Administrative Center, 8th Floor Board Room.

Mr. Dennis Taulbee, Director of Budget, will speak to Congress concerning budget allocations for the coming year (1989-90). This session will also detail the allocation of this year's nonrecurring reserve monies.

All Congress representatives are encouraged to attend this most important meeting.

DVH/pg

**1988-89 Annual Operating Budget  
Supplemental Recurring Reserve/Discretionary Fund Balance  
(Non-Recurring)**

**Sources of Funds**

Supplemental Recurring Reserve (see 9/19/88 schedule)	\$1,346,000
Discretionary Fund Balance	<u>644,000</u>
Total Sources of Funds	<u><u>\$1,990,000</u></u>

**Uses of Funds**

Prior Commitments (Supplemental Recurring Reserves)	\$ 200,000
Non-Recurring Budget Reduction Reserve (Equal to a 2% Salary Increase)	<u>480,000</u>
Total Uses of Funds	<u><u>\$ 680,000</u></u>

Available for Use	<u><u>\$1,310,000</u></u>
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11-07-88

**1988-89 Annual Operating Budget  
Supplemental Recurring Reserve/Discretionary Fund Balance  
Proposed Distribution**

**Academic Affairs**

Library Automation (With the support of the Deans, Chairpersons, and Faculty Senate)	\$ 350,000
Acquisitions-Steely Library-SACS Recommendations	150,000
Acquisitions-Law Library-ABA Requirements	<u>100,000</u>
Subtotal	600,000
Departmental Operating Costs (\$1,000 per Department)	25,000
Instructional Equipment/Computers (Each College to distribute)	125,000
Venture Capital-Related to University Strategic Plan	70,000
Faculty Positions-SACS Recommendations Nursing (1/2), Social Work (1/2)	<u>30,000</u>
<b>Total Academic Affairs</b>	<b><u>\$ 850,000</u></b>

**Other University Areas**

University Relations-Compugraphics (Reduce External Printing Costs)	\$ 12,500
Student Affairs-Computer Equipment (Recruitment and Retention)	40,000
Administrative Affairs Repair and Renovations	257,500
Property Acquisition	<u>150,000</u>
<b>Total Other University Areas</b>	<b><u>\$ 460,000</u></b>

<b>Grand Total</b>	<b><u>\$1,310,000</u></b>
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11-07-88



**1989-90 Annual Operating Budget  
(Preliminary Estimates)  
Sources and Uses of Funds**

**Sources of Funds**

Tuition (Summer, Fall, Spring*)	
1988-89 Enrollment Increase	\$ 840,200
1989-90 Tuition Rate Increase	<u>210,100</u>
Subtotal	1,050,300
State Appropriation	
General Operations	1,066,700
Debt Service	<u>456,900</u>
Subtotal	1,523,600
Other Sources	
Summer Sessions Adjustment	230,000
Budget Reduction Reserve	<u>104,300</u>
Subtotal	334,300
<b>Total Sources of Funds</b>	<b><u>\$2,908,200</u></b>

**Uses of Funds**

Debt Service	\$ 456,900
Fixed Costs	241,300
Health Insurance	100,000
New AS&T Building Costs	
Utilities	0
Custodial and Operating	<u>60,000</u>
Subtotal	60,000
New Planning and Assessment Office	75,000
Faculty Promotions	<u>45,000</u>
<del>Staff Reelass</del>	
<b>Total Uses of Funds</b>	<b><u>\$ 978,200</u></b>

<b>Available for Use</b>	<b><u>\$1,930,000</u></b>
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\*Estimate

11-07-88

**1989-90 Annual Operating Budget  
Available Fund Use Priorities**

<b>Total Available for Use</b>	<b>\$1,930,000</b>
<b>Proposed Salary Increases</b>	
Committed 5% for Existing Employees	\$1,200,000
Additional 2% for Existing Employees	<u>480,000</u>
Subtotal	<u>1,680,000</u>
 Budget Reduction Reserve*	 <u>100,000</u>
 <b>Net Available for Use</b>	 <b><u>\$ 150,000</u></b>

\*University Contingency (\$230,000) plus Budget Reduction Reserve (\$100,000) represents a 1% reserve against future budget declines.

1988-89 OPERATING BUDGET  
PRELIMINARY BUDGET  
PROPOSED REVENUE/EXPENDITURE SUMMARY

<u>Revenue</u>	<u>Supporting Schedule</u>	<u>Amount</u>
1987-88 Original Budget <i>app by Board</i>		\$38,570,000
1987-88 Adjustments		
State Budget Reductions <i>2 budget reductions</i>	A	( 1,106,600 )
1988-89 Adjustments		
State General Fund Restoration	A	164,700
State Debt Service Restoration	A	487,000
Tuition - Fall/Spring	B	658,400
Investment Earnings		64,800
Other		<u>13,400</u>
1988-89 Proposed Budget		<u>\$38,851,700</u>
<u>Expenditures</u>		
1987-88 Original Budget		\$38,570,000
1987-88 Adjustments		
State Budget Reductions	A	\$( 1,106,600 )
Staff Reclassifications - Base		35,100
Budget Corrections		1,400
New Positions		19,700
Other		( 2,900 )
1988-89 Adjustments		
State Debt Service Restoration	A	<u>487,000</u>
Total Adjustments		\$ ( 566,300 )
1988-89 Net Available After Adjustments		\$ 848,000
1988-89 Proposed Expenditures		
Fixed Costs		
Health Insurance		\$ 192,500
Other Fringe Benefits <i>Disab. l. te, Life Ins, Work Comp</i>		70,600
Scholarships		62,000
Telecommunications		10,000
Audit Contracts		1,100
Debt Service Investment Earnings		( 4,900 )
General Insurance		( 21,600 )
Computer Services		( 39,400 )
Faculty Promotions		25,900
Reclassifications		
Faculty		22,200
Staff		<u>19,900</u>
Total Proposed Expenditures		\$ 338,300
1988-89 Net Available for Expansion		\$ 509,700
1988-89 Proposed Budget		<u>\$38,851,700</u>



# STATE APPROPRIATION SUMMARY SCHEDULE A

	<u>General</u>	<u>Salary Incentive Fund</u>	<u>Subtotal</u>	<u>Debt Service</u>	<u>Total</u>
<u>1987-88</u>					
Original Budget	\$21,030,900	\$ 44,900	\$21,475,800	\$ 3,588,000	\$25,063,800
Budget Cut #1 (Recurring)	<u>( 371,600 )</u>	<u>( 8,900 )</u>	<u>( 380,500 )</u>	<u>( 516,900 )</u>	<u>( 897,400 )</u>
Recurring Base	20,659,300	436,000	21,095,300	3,071,100	24,166,400
Budget Cut #2 (Nonrecurring) <i>Dec/Jan</i>	<u>( 164,700 )</u>	<u>0</u>	<u>( 164,700 )</u>	<u>( 44,500 )</u>	<u>( 209,200 )</u>
Adjusted Base	<u>\$20,494,600</u>	<u>\$ 436,000</u>	<u>\$20,930,600</u>	<u>\$ 3,026,600</u>	<u>\$23,957,200</u>
<u>1988-89</u>					
Recommended Increases					
Governor (1-28-88)	\$ 164,700	\$ 0	\$ 164,700	\$ 487,000	\$ 651,700
House A&R (3-14-88)	+335,300	0	+335,300	0	+335,300
	<u>\$20,994,600</u>	<u>\$ 436,000</u>	<u>\$21,430,600</u>	<u>\$ 3,513,600</u>	<u>\$24,944,200</u>
<u>1989-90</u>					
Recommended Increases					
Governor (1-28-88)	\$ 892,800	\$ 0	\$ 892,800	\$ ( 1,100 )	\$ 891,700
House A&R (3-14-88)	+95,700	0	+95,700	0	+95,700
	<u>\$21,983,100</u>	<u>\$ 436,000</u>	<u>\$22,419,100</u>	<u>\$ 3,512,500</u>	<u>\$25,931,600</u>

1988-89  
TUITION REVENUE SUMMARY  
SCHEDULE B

	1987-88 Original Budget	Enrollment Volume/Mix Increase	Tuition Rate Increase	1988-89 Proposed Budget
Fall Semester	\$4,716,600	\$149,300	\$191,800	\$5,057,700
Spring Semester	<u>4,361,700</u>	<u>140,500</u>	<u>176,800</u>	<u>4,679,000</u>
Total	<u>\$9,078,300</u>	<u>\$289,800</u>	<u>\$368,600</u>	<u>\$9,736,700</u>

100.0%

3.2%

4.1%

107.3%

1987-88

1988-89

Percent  
Increase

1989-90

Percent  
Increase

Tuition Rates

Undergraduate

Resident

\$ 540

\$ 560

3.7%

\$ 570

1.8%

Non-Resident

1,540

1,600

3.9%

1,630

1.9%

Graduate

Resident

\$ 590

\$ 610

3.4%

\$ 620

1.6%

Non-Resident

1,690

1,750

3.6%

1,780

1.7%

Law

Resident

\$ 985

\$ 1,040

5.6%

\$ 1,090

4.8%

Non-Resident

3,325

3,400

2.3%

3,470

2.1%



1988-89 OPERATING BUDGET  
EXPANSION PROPOSAL

Available Funding:

Net Available for Expansion*	\$ 509,700
House A & R Additional Increase of 3-14-88	<u>335,300</u>
Net Available	<u>\$ 845,000</u>

Expenditure Priorities:

1. Academic Affairs Expansion	\$ 120,000
2. Part-time Faculty Increase	50,000
3. General Compensation Increase 3% @ \$225,000 per 1%	<u>675,000</u>
Total	<u>\$ 845,000</u>

\* Preliminary budget process revised 3-17-88 (using the Governor's funding recommendation of 1-28-88).

1989-90 OPERATING BUDGET  
EXPANSION PROPOSAL

Available Increases:

Tuition (@ 2% rate only)	\$ 200,000
State Appropriation	
Governor's Recommendation	892,800
House A & R Additional	
Increase of 3-14-88	<u>95,700</u>
Total	<u>\$1,188,500</u>

Expenditure Priorities:

1. AS&T Building                      - Utilities                      \$ 125,000  
   - Custodial                      \$ 60,000  
   *micro computer maintenance missing*
2. Fixed Costs (Wild Guess)                      \$200,000 - 300,000
3. General Compensation Increase  
    @ \$232,000 per 1%