

Budget & Planning/TAC Committee
Meeting Minutes
Zoom Meeting
November 17, 2020
1pm

Chair Lyle Henderson called the meeting to order at 1:05pm

Present: Lyle Henderson, Linda Jerofke, Scott McConnell, Karyn Gomez, Brian Sather, Theresa Noldeke, Kim Sanderson, Kristen Johnson, Tressa Seydel, Auburn Isaak, Zach Cahill and Keegan Sanchez

Ex-Officio: Lara Moore and LeeAnn Case

Others: John Garlitz, Jeff Carman and Teresa Carson-Mastrude

Absent: None

Approval of October 20, 2020 Meeting Minutes:

Motion: Linda Jerofke moved to approve the minutes as presented.

Second: Karyn Gomez

Discussion: None

Action: Motion passed

Elect Vice Chair

This item was discussed and a decision was made to table the issue until the next meeting.

Bylaws

Lyle Henderson presented the bylaws to University Council for their approval. UC would like some edits to the bylaws to include specific language regarding committee duties and student membership. Language needs to explicitly state membership in reference to HB4141. ASEOU President Keegan Sanchez noted that ASEOU is in favor of more student membership in regards to the tuition setting process but time commitment is a large factor. Lara Moore discussed the tuition setting process and noted that she meets with ASEOU leadership as well as conducts a minimum of two student forums regarding tuition. Winter term is the most critical time for tuition setting. At the next meeting, there will be an update regarding student membership from ASEOU. The new draft of the bylaws will also be presented for vote at the next meeting.

Tuition Planning Update

In January the historical context and budget scenarios will be discussed. It was noted that attendance for the January through March meetings is critical. B&P/TAC will need to provide a recommendation in writing before Spring Break. The latest state revenue forecast was not as bleak as expected but there will be a clearer picture of the COVID -19 impacts when the February forecast is released. At this point, funding is projected as flat which does not keep up with PEBB or insurance rate increases.

FY21 Q1 Report

Due to the uncertainties surrounding the pandemic and a possible decline in state funding and enrollment for the FY21 fiscal year, the Eastern Oregon University Board of Trustees only approved a preliminary operating budget on June 4, 2020. The preliminary budget provided no flexibility, and in fact, required EOU to use \$2.7M in E&G fund balance and find additional reductions of \$1.4M. This budget was also based on the FY20 year end forecast, which indicated the fund balance at year end would increase by \$900K. The financial performance at the end of the year was much stronger, and the

E&G fund ended FY20 with an increase of \$3.5M. This is due to more stable enrollments than projected and a slow down in spending during the spring term.

At the start of fall term, overall student enrollment is currently trending down 1.0% from the prior year. The final revenue budget reflects this trend. However, increases in MAT enrollments and the course modality students are selecting are offsetting the overall revenue decline. There is also an accounting change related to the OPM, which increases the revenue and expenditures, creating a net neutral impact but a significant change to both the revenue and expenditure categories. The final EOU all-funds operating revenue budget is \$55.1M and the expenditure/transfer budget is \$53.5M.

At the close of Q1, EOU had received \$19.1M in revenue or 34.8% of the budget and recorded expenses of \$9M. Revenue increased 1.58% over the prior year, and expenditures are down 11.2% over the prior year. Labor expenses are down 9.6% or \$644K over the Q1-FY20. While employees received salary increases, the participation in the Workshare program and a slowdown of employee recruitment led to significant salary savings in the first quarter. As of Q1, the only faculty labor recorded is from summer term and a half-month in September. The expenditures and transfers to date represent approximately 16.8% of the total budget for FY21. While it is early in the fiscal year, there are no financial concerns in any of the funds.

Capital Planning Update

John Garlitz (Director of Facilities) reviewed the three current capital projects (Loso Hall Phase 1, Fieldhouse and Capital Renewal) with the committee. The Loso Hall project is on track, the Fieldhouse is in the planning stage and the completion date is expected to be Spring of 2022. Facilities is creating a list of project for the Capital Renewal funds.

IT Update

Jeff Carman gave an update of the IT Department since March. Smart classrooms were created for online learning, laptops were made available for faculty and staff for remote work. Computer labs have been adjusted due to distancing requirements. IT continues to work with faculty, staff and students to resolve any issues due to the remote and hybrid models of learning.

FY20 Q4 Update

The report was approved by the EOU Board of Trustees at their last meeting.

CARES Act Grant

LeeAnn reviewed the expenditures from the grant.

The meeting was adjourned at 2:30pm

Respectfully Submitted
Teresa Carson-Mastrude