

USG General Assembly Meeting

The Official Agenda of the Undergraduate Student Government General Assembly

On This Day, 4/21/14

Room 308 BTSU

(Business Formal Attire Meeting)

- I. Call to Order
 - a. Meeting called to order 7:3 PM
- II. Roll Call
- III. Approval of Minutes
 - a. Speaker Durkit – Are there any objections to the approval of last meetings minutes?
 - i. (None)
 - b. Speaker Durkit – Seeing none, the minutes stand approved.
- IV. Swearing in of New Officers
 - a. Amir Huggins – College of Business Senator
 - b. Brandon Morrison – Off Campus Senator
 - c. Amanda Dortsch – College of Arts and Science
 - d. Courtney Deans – Off Campus Senator
 - e. Jayna Clemens – Diversity Affairs Senator
 - f. Greg Harrison – Diversity Affairs Senator
 - g. Salahuddin Habeeb – At-Large Senator
- V. Open Forum
 - a. Vice President of Finance and Administration, Sherideen Stoll - FY14-15 Budget Updates
 - i. VP Stoll – Good evening and thank you for inviting me to join you. It’s a pleasure to be with you. I plan, tonight, to walk through an update of our budget planning environment here at BGSU for the next fiscal year starts July 1. As I was preparing, you also submitted some questions so I decided to tack those on to the end of the presentation the whole presentation may seem a little disjointed, I will stop in middle and take questions and then move into other agenda items. Let me talk a little about current challenges facing BGSU. In the fall of 2013, the enrollment on BG campus fell below 17,000, which is the lowest we have been in past 12 years. BGSU gets state support and, of state support that expect to receive for coming year, we expect to drop to about 60 million dollars, which is about the same amount we received in 1995. Late last summer, early last fall as we began drafting the budget, that initial draft budget was projecting a deficit of just over 7.7 million dollars. And for those of you

who think several years ahead, the year following, FY 16, we are currently projecting another approximately 3 million dollars in deficit. We have to have a balanced budget, only federal government can have an unbalanced budget. Thus, we either have to increase revenues or decrease expenses or some combination of the two. So why are we experiencing these challenges? There are a number of reasons but I am going to give summary of most significant. Campus enrollment peaked fall of 2006, we have had some years with upticks but in general enrollment is in a downward trend. At the same time, state support for the BG campus peaked in the fall of 2009, at our highest point, receiving just over 90 million dollars per year. The state of Ohio changed how they fund schools. Prior to that, funding came based just on enrollment on the 15th day of the semester. Going into FY 2010, the state changed its formula and began to partially fund a portion of successful course completion and degree completion. At that time, state had planned ten year phase in going to 100% funding from outcomes. Instead, going into FY 14, the state chose to revise the formula again and to immediately go into funding solely for outcomes. Approximately 50% of the funding that all schools receive is based on successful degrees completed and a little over 30% is based on course completion. Remainder set aside for some PhD, doctoral, and medical school programs. At a period in time that the state is changing the way it funds higher education, this goes hand in hand with a time when BGSU enrollment is decreasing, meaning less degrees are handed out. This is also happening at a time when almost all of our peers in Ohio have experienced increased enrollment and better retention. What steps have we taken over the past five years or so to begin addressing some of these challenges? Several bullet points; two weeks ago, state asked all school to update annual reports. It is our efficiency reports. This year, they wanted up to update current year and the past six years' worth of data. The point is, I was working with a very large spread sheet of about five page of different things that the university has engaged in to attain more efficiency. One of the things we have had to do is simply reduce the cost of our operation; whether that was through salary, wages, operating budgets. We have looked for numerous ways to be more efficient; technology, policy/procedure revision, conversation, lowered

utilities, the rate of our increase have gone down. We implemented demand limiting to shave off the peaks of our electrical usage. I was hoping Provost would be here to speak to retention initiatives. Just recently, we have created linked courses, various cohort groups in a variety of different ways, changes to our advising and there are more things that we will be doing in the next fiscal year. We have broadened our recruit pool, we are looking to get more transfers and nontraditional international students. Looking at ways to reduce the size of our physical footprint. In the current master plan, over the next 3-4 years, we are looking to reduce our physical footprint at the low end of 200,000 sq. ft. The reduction could be as high 300-500,000 sq. ft. That could have a significant impact on day to day operating costs. I thought it might help to give you some images; that shows you the undergrad headcount and FTE enrollment. This gives you, in a quick snapshot view, an understanding of what has happened to our numbers. Over that period of time, it is generally a downward trend. The next slide shows Graduate FTE and headcount. Not as stark a downward trend as the undergraduate but there has also been a downward trend as well. SSI (State share of support) is the portion of our budget that we get from state of Ohio this chart shows what happened from FY03 to what we are projecting for FY16. The amount expecting next year just a little over 60 million dollars and FY16 expect it get down to about 59 million dollars. The first year shown in E&G is 2010. Our total revenue that we budgeted for was about 283 million dollars. Most came from student tuition and fees with about 32% coming from the state. Then we can show the expenses. Salary and wages makes up most of the expense budget. The important takeaway, back in 2010, the total revenue was about 283 million dollars. If you go across the slide, we were expecting almost the same amount for the following years. You can then see, in the current Fiscal Year we are in, we budgeted for 280 million dollars of revenue, and right now, the budget draft that we have prepared shows an expected revenue of about 272 million dollars. Overall, there is a decrease of almost 14 million dollars. If you look at next column, we have not filled in revenue and expense detail because it could still be fluctuating; if it all holds flat, which is likely not to happen, we would have a negative bottom line of about 3.1; if

you look at FY17, we are still showing negative bottom line. The point is that certain expenses continue to go up but the amount of revenue and resources to cover those expenses has continued to decline. If you look at the top, I am showing the total revenue available for FY10, if you follow it all the way down to the bottom, you can see what that revenue line tracks. Below that, I show a headcount chart for the same years; they're lined up. The headcount chart also trends downward. It doesn't trend exactly identical to the revenue chart. Back to state formula, within that formula, they put together three year averages, they fund based on what has happened in the past, whether you have a year where enrollment is going up or down, what the state provides you will lag. IF we had dramatic enrollment increase, it would still be a year or two before the revenue line jumps up because of lag. There's couple conclusions here to follow. We are very close with FY15 budget. That negative 7.7 million that I talked about, we have identified nearly all of the additional expenses that we would need to eliminate and some additional revenues that we will need to generate. Part of what is creating a challenge is that we have decided not to increase tuition, general fees or room and board rates. There are some administrative fees to increase that we have identified that we hadn't touched in 7 years; including career development center, counseling center fee, learning communities, student legal services fee, etc. Next slide, when we were evaluating moving forward with different fees, we looked at how students access or utilize certain services. We wanted to rationalize what we are doing based on the user groups who are the primary users of the services. We are proposing a flat rate fee relative to counseling. We are proposing a career development fee predicated on a per credit hour basis that caps at 12. We are proposing a graduate service fee; in large part to reflect some of the very significant services in graduate college that are part of evaluating, bringing in student transcripts, preparing for thesis defense etc. In total, one of the things to keep an eye on was to figure out what that would translate to and what that would mean. If you have no other takeaway from the things I talk about tonight, that this top bullet point; retention is absolutely job number 1! Recruitment is almost as important but retention is vitally important. Students that come to BGSU, many are incurring debt to be here. It is

incredibly unfortunate when a student comes, incurs debt and then leaves; never to finish degree. It is vitally important to provide the right environment, the right support, facilities and mechanisms to enable students here to be successful all the way to completing their degrees. If our freshman retention of our current class improved to 73% from 70% (it used to be 76% which is not impossible), that would translate to 1 million dollars. If the freshman class grew to 3,500 and retained 75% of them, that would become an additional 3.15 million dollars per year. That's the kind of impact that successful recruitment and retention can have. If we recover 1,500 students who left BGSU, the annual tuition and fee revenue would increase by 15 million. My point is that it is very much within our ability to impact our current situation, it does however require everyone working towards that goal.

1. Vice President Neely – You said earlier that tuition has frozen so general fees are cut off from being raised. Can you just give a brief overview on difference between general fees and administration fees?
 - a. VP Stoll – The Ohio Revised Code describes the General Fee as a fee that is uniformly assessed to all student intended to support nonacademic student support services. Things like athletics, the fee that covers debt service on the Stroh center, BTSU are all covered in the General Fee. The administrative fee is generally things that are more of an administrative level. Parking is generally the most obvious example. Historically BGSU has used a few fees as possible. If you go back, each May, that's when we would normally take administrative fees to board for consideration. I started at BG in May of 2007, I could not find many, if any of these fees, which have existed before or had increase since I had been here.
2. Senator St. Peter – In regards to the state funding formula, does the state use similar things for each university? Does BGSU, who has less students enrolled have a similar formula as OSU? Is amount of money based on amount enrolled and subsequently retention?

- a. VP Stoll – In Ohio, there are two formulas. One applies to all four year campuses and all university regional campuses. There is a second formula that only applies to two year schools. That single formula applies to every school in that group exactly the same. What the state requests of us is to submit files every semester that describes the number of student credit hours that have been enrolled in. We are providing that data by course. There is a code that translates to each course across schools. The state gathers all expenses for each school and arrives at an average cost to put on a course. The state takes the number of people per course and provides money based on that enrollment after looking at the cost to run the course. For a course like the 6 hours of GSW each student takes, those are less costly than courses like senior level organic chemistry courses so funding for that chemistry class is going to be greater. A school like OSU; with a law school, a medical school, a pharmacy school, an engineering school; they may have students taking similar Gen Eds as us but the upper level courses are funded much more heavily than some of our upper level courses. While we are all subject to same formula, we are getting funded based on courses we offer, they're getting funded based on theirs.
3. Senator Mazur – One quick question about fees; the one question I have is about career center fee. Is it \$22.50 per credit hour or per semester?
 - a. VP Stoll – It is based, I believe, on 12 credit hours or a full time student.
4. Senator Timbrook – What's the difference between headcount and FTE?
 - a. VP Stoll – FTE stands for Full-Time Equivalent. Basically, think of a full time student that enrolls in four 3-credit classes. Then, think of four different students who are all taking one 3-credit class. Those four part time students make up one FTE. The State is interested in FTE. They

ask about head count. We can think about just FTE but we have to ensure that there are enough chairs overall.

Anyway, the State funds based on FTE but we also have to be cognoscente of head count.

5. Senator Puccio – Some administrative fees seem a little dramatic in their increase. How did you calculate these increases and why?

a. VP Stoll – That’s a good question. There are number of things we looked at that we didn’t opt to go forward with. For the counseling fee, we looked at combination of utilization and quantity of utilization. You could have a thousand students using it once or you could have 500 students using it twice. We took that into account when developing that rate. We wanted to achieve a balance between wanting to ensure access for everyone but not wanting to just continue to have a small group dramatically drive the utilization. I don’t know if we perfectly achieve that balance

i. Senator Puccio – So, the increase of the proposed fees added to graduate students, how would that effect graduate enrollment? Would that also have adverse effect on our retention considering some programs have been cut in the past?

1. VP Stoll – Good question. I am hopeful that it won’t negatively affect retention. Here’s what I do know about graduate that is different that undergrad. We have a fair number of grad students that are on some level of fee waiver and a fair number that are on full fee waiver. Some on the full fee waivers also have stipends. In that instance, we felt that there needed to be some shared participation in funding some of those really critical services that happen in a graduate college. Especially because there is such a significant administrative burden to some of

those services for graduate students.

There's a lot that goes on.

ii. Senator Puccio – Do you think that with these fees to grads, there will be a similar fee for undergraduates?

1. VP Stoll – I don't think so. The biggest reason, is that a vast number of undergraduates are not on full fee waivers with stipend. Virtually every undergraduate has some amount of the cost that they are already bearing. That's why I don't think this fee and the purposes that it's supporting do not compare that well.

iii. Vice President Neely – Just one more, about the fees, with the model of pay by usage rates or by credit hours, when did we switch to this or is this new?

1. VP Stoll – That's a good question. We actually did initially look at doing it as a flat rate. The biggest reason we didn't end up doing flat rate, is that if we are successful in significantly increasing the nontraditional and we begin to grow our part time student population, it seemed to us that it made more sense for that to be predicated on the need to use it. Full time students need those services more because they are here more often. If you are only taking one class, I suppose you can access it more often than full time but that was not the logic. If this is flawed, we can make a revision but for the three years of data we looked at, that seems to make sense.

ii. VP Stoll – This is where we really shift gears. This is now based on submitted questions. Some are somewhat related, some not. One person

submitted, “can I provide an update on where things are with Accenture?” I give an update to Board at each meeting. This will be going into their board materials that goes out next week. We have broken all recommendations down into “opportunities”. You can see what the tracking document shows. We list each opportunity and what it shows, the next deliverable and the due date for the deliverable and as they go along, we will review and identify their next deliverable and the next due date. Someone also asked, “What does the typical day look like for the CFO?” What is the typical day? I wasn’t quite sure of the context for the question so I picked two days out of the week. I described if I was meeting with senior staff the types of things we would be talking about the things we would be doing. I just listed them, the information is on the PowerPoint, read when you get it. I included some things with peers, the Board of Trustees, the President and other stakeholders. The last question was asking if I could list some of our goals and accomplishments from the Division of Finance and Administration and show how our division benefits BGSU. I picked a sample of goals from what was sent to the President for FY15. I just included that. Capital planning has a long list, there is lots of design and a lot of construction, a lot of planning classroom space models that sort of thing. It also lists what the Controller has set. A lot of system work and system upgrades. Public Safety, they have had very busy year and have had a lot of retirements and have more coming, The number of parking lots and buildings to work on is there. They issued a student survey last week about the shuttle. Please take the survey because they can change potential routes based around that. Business operations; this is the area responsible for cash, treasurer, debt, purchasing, basically any back of the house business operations of the university. They are trying to automate a lot of the procedures; such as getting an electronic workflow established to cut down on paper and speed things up. IT has had very significant set of projects, from upgrading DARS systems, to working with classrooms in second floor of Olscamp, apart from putting tech in there, 8 classrooms were upgraded and we are hoping for 3-4 more for better technology usage in large classroom. One item is that we are creating delegated access for parents. Those students that would like parents to log in on their own instead of giving your own

password. Also, there is the BG Alert opt out system that has gone online recently.

1. Chair Puffenberger – Accenture work, will this continue over the summer?

VP Stoll – Some will, some won't. Some don't really lend themselves to being able to do that.

2. President Kochheiser – In terms of Accenture, are you still doing open forums in to next fall?

a. VP Stoll – We are hoping to. We don't have a lot to report right now though and I don't want to hold open forums if there is nothing to share. Once we have some things of substance to share, we will put it up on the website so you can go in and see the items going on and see what's going on.

VI. Lobby Time

- a. Environmental Action Group – Kaitlyn Trent, President

- i. (For EAG presentation, please see the PowerPoint in accordance with the minutes)
- ii. Hi, I am Kaitlyn Trent. I just wanted to introduce a resolution that you all will be hearing next week. I am a Senior, my major is Environmental Policy and Analysis. Early last semester, I started working with Senators Mazur and Timbrook on a resolution for clean energy. EAG has been a part of BGSU since the 1980s. The current format starting in the spring of 2012. We started our campaign for 100% Clean BG, pushing for clean energy. So far, we have collected 7,839 signatures on our petition. Signatures come from faculty members, students, staff and the BG community members. Some fun facts, our 7,839 signatures is over half of the student body. EAG has over 56 coalition partners signed in support of our campaign; including Black Student Union, Latino Student Union and others. Just to be clear, no potential funding for this can come from tuition rates. I would also like to touch a little bit on the President's Climate Commitment. This was signed last fall by President Mazey. Through the PCC, BGSU has pledged to become climate neutral by 2050. The PCC Working Group is in process of drafting a Climate Action Plan, to be completed by January 2015. This is basically our plan for how we can achieve carbon neutrality.

- b. Representatives of Dance Marathon, Phi Mu Fraternity

- i. Alyssa Canella – Hi all I am Alyssa Canella. I am a senior and I am the outgoing Community Outreach Chair for Dance Marathon. I am here to bring an issue to

your attention. Throughout the year there have been issues with the BG News that we would like to address. There has been lots of misquoting, misleading, and misinterpreting.

- ii. Megan Bennington – Hi, I am Megan Bennington, I have a couple letters from people to speak on behalf of FSL. (Letter from TKE member and Order of Omega VP regarding a TKE national award that was incorrectly reported by the BG News and caused issues for this individual) (letter on behalf of PanHellenic Council in support of Phi Mu Fraternity.) Personally, I am a part of Chi Omega. Last semester, we held a fundraising event for the Make-a-Wish foundation that was help under a Hawaii theme because it was this girls dream to go to Hawaii. The BG News wrote the headline, “Get Laid for a Cause.” This led to the Make-a-Wish Foundation in Toledo calling us and we had to smooth everything over.
- iii. Greg Cherry – Hi, I am Greg Cherry. I was the Entertainment Chair for this past years BGDM. As you may or may not have seen, there was a paper published that was strictly DM. The article had a very misleading headline, “BGDM Falls Short of a Miracle.” We do everything we can to make miracles. (Mr. Cherry read a letter from the parents of a Miracle Child.)
 1. Senator St. Peter – (Motion to extend time by 5 minutes)
 - a. Senator Puccio – (Seconds)
- iv. Reece Timbrook – I spent the past year and past several years as very dedicated member for BGDM. It has changed my life and the lives of many other people. In the interest of time, I won’t read through this whole thing but I will read part of it. (Present highlights from a letter from HEA Doctoral student.) I can’t agree with (the letter writer) more, the BG News is a great chance for professional development. There was a lack of oversight. The articles were wonderful there were a lot of great things said about what we did. However, everything is misconstrued by the title. Over the past 10 years, BGDM raised over 3 million dollars for the kids. No one raises \$275,000 and isn’t happy. No, it was not the goal. But is still a miracle regardless. After these incidents we heard about, there are still others. I feel like student body as a whole has lost faith in the BG News. I want USG to take a stand. While BG news claims to be the independent voice, USG is the official voice.
- v. Anna Cleveland – I am Anna Cleveland, I was the Oresident of Phi Mu. I was interviewed by BG News specifically and they completely twisted mine and Holly Grunn’s words around. They made our chapter seem like less than what we really were, and we really tried to make an impact on campus and tried to stick around. It just hurt that an organization that is supposed to help our community as a whole, belittled us like that.

1. Senator Puccio – I am very sorry about what happened. I hope that as time goes on, the damages will soon be wiped over. I know this will take a while to pass by. Moving forward, how do you think things could be approached better so that things like this don't happen to your organization again? How, as a student government, are we here to aid you?
 - a. Mr. Cherry – Being on planning branch, I work closely with BG24 News. While they are not print journalism, they are TV, they still report what is going on. We have clear communication with them all throughout the time. There needs to be clear consistent communication and keeping one main point of contact. What we would like to see from USG as leaders is to just recognize where that reporting falls and where highlights need to be. In order to keep retention alive and keep great orgs thriving and well.
2. President Kochheiser – Thank you for coming in and sharing your concerns.
3. Senator Dortsch – In understanding the BGNews, just like any organization, the leadership changes and the growth changes, are you willing to work with them in the future?
 - a. Holly Hemminger – One thing that we requested from the BG News after the headline was a meeting. I asked to meet with them but they refused. One thing that we requested is a possible meeting with news outlets and student organization to make changes. Hopefully a change for the better is to do an open forum. This campus responds well to positive change.

c. (For more information, email acannel@bgsu.edu.)

VII. Old Business

VIII. New Business

IX. Executive Branch Reports

a. President – Brian Kochheiser

briantk@bgsu.edu

- i. Good evening. I know it has been a longer meeting than normal. Welcome to the newbies and the returners. I am excited for the upcoming year. I just wanted to talk quickly about what I have been up to. We had our transition talks; we met for roughly nine hours with Alex and David to go through everything. Additionally, we are in the process of picking cabinet. If you are interested in cabinet or know anyone interested, have them talk to Nicole. Those are due this Friday so things are moving quicker than normal.

1. Chair Ladden – Do you have a list of cabinet positions?
 - a. Chief of Staff, Chief Administrator, Residence Life Liaison, Director of Strategic Planning, City/State/National Liaison and Director of Marketing and Communication.
2. Senator Huggins – You spent nine hours in transition. What was in that transition?
 - a. We went over various issues regarding the University right now, one of those being the budget. We went through the basic function of USG and day to day operations, we talked about cabinet positions. It was really the whole nine yards.

b. Vice President – Nicole Neely nneely@bgsu.edu

- i. Welcome everyone. I know it has been a long night. There are just a couple thing. Welcome to everyone both new and returning. We are starting off this year strong. Any newcomers, if you have any questions about what happened tonight, please come to myself, Brian or Kasie. We can all answer questions. We had a strong transition meeting. The next meeting, we will talk about some of the summer government meetings and some housekeeping.

1. Senator Huggins – I am unaware of how summer government works. Who all is included in that and if you aren't included in that, can you still do it?

- a. Summer government includes Exec and Cabinet and any Senators are invited to join.

c. Cabinet Reports

X. Procedures and Appeals Reports

XI. Treasurer's Report

XII. Speaker's Report

a. Speaker of the Senate – Kasie Durkit durkitk@bgsu.edu

- i. I just want to welcome everyone to a new GA and a new Senate. It is so exciting to see all the people. I love when people throw their hand out so don't be shy. You all did a great job tonight. The last note, if you are brand new to senate and never been oriented, please briefly stop at this table before you leave tonight.

XIII. Committee Reports

a. Academic Affairs – Amy Puffenberger apuffen@bgsu.edu

- i. Anyone interested in being a part of the Academic Affairs Committee, meet me in the corner here so that I can get your names and information. Also, thanks for electing me to this position. I look forward to it.

b. Auxiliary Affairs – Aeden Timbrook atimbro@bgsu.edu

- i. You all have now heard about the resolution. That will come out in the next week. Also, if you are interested in Auxiliary Affairs, I will be in the back, come to be if you want a brief overview of what Auxiliary Affairs is.
- c. Internal Affairs – Lucis Ladden lladden@bgsu.edu
 - i. Office hours will get put up this week soon. They we have Harry and Charley. They represent different aspects of what you would like to see as a member of the Senate. For this week, they will be going to President Kochheiser and Vice President Neely. Anyone interested in Internal Affairs as a committee, we will meet upstairs in the Office.
- d. Student Affairs – Nadia Oehler noehler@bgsu.edu
 - i. So the Dean's Search are still going on this week. Candidates are coming to campus. The next chance to meet them is Wednesday. You can go to a student meet and great from 1:30-2:15 Wednesday. I also have Jared Rose with me today. He is the newly elected RSA President and wants to be sure we are working together in the future.

XIV. Senator Reports

- a. Huggins – This is referring to the hours of operations for the Student Rec Center. I started working on this project last semester and we got the results back from the survey. The only thing that I really even need to focus in on, we had 767 responses, we were expecting 500, so we were excited about the response rate. Even more so, students asked for later hours from Monday through Thursday. In speaking with Steve Kampf, we are going to now extend the Rec Center hours from 10pm-11pm. I really want to thank Senator Puccio and Senator Myers. I have a few more meetings with Director Kampf to finalize this.
 - i. Senator Senn – Is that a permanent change?
 - 1. As far as we have discussed, it is permanent. They had been in place at one time and we was very interested in adjusting the hours once again. He is excited to bring these hours into play.

XV. Advisor's Remarks

- a. Dean Jodi Webb jwebb@bgsu.edu
 - i. Good evening everyone. There are number of things to talk about tonight. A lot of important information came about through tonight's meeting. The timing is always challenging. We only have one more meeting this academic year. It is important to ask questions and get information that you need. Next week, for the final meeting, we have a lot of work ahead of us. There are pending issues that, while they might not get wrapped up, we need to put ourselves in a good location to make this happen. Secondly, just so everyone is clear, summer government is appreciated but not expected. Lastly, I don't think VP Stoll knew that her staff

had already sent that PowerPoint and handout ahead of time. You received the PowerPoint trice. You should have a copy of id in PDF form that was reviewed tonight. I think she just couldn't come up with the number regarding the career center fee. The Career Center Fee is \$1.50 per credit hour for Underclassmen and \$2.50 per hour for upperclassmen.

XVI. Closing Remarks

- a. Senator Huggins – So I remember what I was going to say. There was recently an Accenture education platform meeting. I couldn't attend due to class but I will be receiving updates on that meeting and it will get sent to all of you.
- b. Senator Puccio – Hi all. I wanted to say what an awesome meeting we had tonight and congrats to all new officers.

XVII. Adjournment

- a. Motion to adjourn by St. Peter
 - i. Seconded by Chair Ladden.
- b. Meeting is adjourned at 8:59PM