Budget Planning Council Meeting Agenda
January 25, 2018 • 11:00am – 1:00 pm
Baker Center ~ Multi-Cultural Center (MCC) Room 219

Meeting Objectives
- Review and discuss fees submitted to the Student Fee Committee
- Review updated BPC Schedule

1. Student Fee Committee Presentation and Recommendations

2. Spring BPC Calendar & Topics

<table>
<thead>
<tr>
<th>BPC Meetings</th>
<th>Agenda Topics</th>
</tr>
</thead>
<tbody>
<tr>
<td>SPRING</td>
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<tr>
<td>January 25, 2018</td>
<td>Student Fee Committee</td>
</tr>
<tr>
<td>February 8, 2018</td>
<td>FY19 Tuition: HCOM &amp; RHE Guarantee</td>
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<tr>
<td>February 22, 2018</td>
<td>Student Support Services Committee Report</td>
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<td>Career Fee Update</td>
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<td></td>
<td>Spring FY19 Budget Update</td>
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<td></td>
<td>Rate Increase Discussion &amp; Vote</td>
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<tr>
<td>March 8, 2018</td>
<td>Benefits and Compensation</td>
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<td></td>
<td>Enrollment Update</td>
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<tr>
<td>March 22-23, 2018</td>
<td>BOT Meeting - HCOM, Regionals, all other fees (Grad, Course/Tech)</td>
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<tr>
<td>March 29, 2018</td>
<td>Capital Plan Update</td>
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<td>BOT Recap</td>
</tr>
<tr>
<td>April 12, 2018</td>
<td>Finalize decisions on key budget components</td>
</tr>
<tr>
<td>April 26, 2018</td>
<td>Finalize decisions on key budget components</td>
</tr>
<tr>
<td>June 21-22, 2018</td>
<td>BOT Meeting</td>
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Next Meeting: February 8, 2018 11:00 AM
Baker Center - Room 230
Student Fee Committee Update for the Budget Planning Council

Sherry Rossiter, Bursar, Co-Chair
Debra M. Benton, University Registrar, Co-Chair
January 25, 2018
Committee Members

• Katie Hensel, Budget Director
• Maria Modayil, Graduate Student Senate President
• Landen Lama, Student Senate President
• Rosanna Howard, Director of Operations & Budget – Regional Campuses
• Support provided by Michael Wickham, Office of the University Registrar
Student Fee Committee Timeline

• **12/7/2017** – Memo to Financial Management Group describing FY 2019 Approval Process

• **1/10/2018** – Deadline for submitting fee requests

• **1/17/2018** – SFC met to review and discuss proposals

• Additional discussion via email
State of Ohio FY18-19 Operating Budget: Restriction on Other Fees

The State of Ohio has mandated a freeze on the assessment of all undergraduate fees, with limited exceptions as detailed below. Per Ohio’s FY18-19 Operating Budget, undergraduate fees not subject to the freeze include:

- Student Health Insurance Fees
- Fees for auxiliary goods or services provided to students at the cost incurred to the institution
- Fees assessed to students as a pass-through for licensure and certification examinations
- Elective course fees associated with travel experiences
- Elective charges
- Fines
- Career Service Fees
- Fees that offset the cost of providing textbooks for students
Course Fees Under Consideration

• Given the Guaranteed Tuition program, Undergraduate Course and Technology Fees on the Athens campus will continue to be frozen for Academic Year 2018-19.

• Fees not subject to the freeze:
  • Exempted Athens undergraduate course fees for travel programs, aviation/flight fees, pass-through external certifications that meet the state mandated exceptions
  • Regional campus course fees that meet (at least) one of the state-mandated exceptions to the freeze on undergraduate fees
  • Graduate student fees
Role of Student Fee Committee to BPC

- Thorough review of proposals
- Provide fee recommendations to BPC
- Identifying potential concerns, allowing for a more thorough discussion at BPC
## Summary of Proposals & Status

<table>
<thead>
<tr>
<th>Broad-based Fees</th>
<th>Increased Fee</th>
<th>New Fee</th>
<th>Decreased Fee</th>
<th>SFC Status</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Transcript Service Fee</td>
<td>3</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Medical Learning Resource Fee</td>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td>Increase equivalent to tuition proposal</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Course Fees (UG)</th>
<th>Increased Fee</th>
<th>New Fee</th>
<th>Decreased Fee</th>
<th>SFC Status</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>RHT Fees (Athens)</td>
<td>5</td>
<td></td>
<td></td>
<td></td>
<td>Subject to internal freeze resulting from OHIO Guarantee</td>
</tr>
<tr>
<td>PAW Fees (Chillicothe)</td>
<td>2</td>
<td></td>
<td></td>
<td></td>
<td>Travel activities</td>
</tr>
<tr>
<td>REC Fee (Chillicothe)</td>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td>Travel activities</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Course Fees (Graduate)</th>
<th>Increased Fee</th>
<th>New Fee</th>
<th>Decreased Fee</th>
<th>SFC Status</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>AT 6210 Fee</td>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td>Rescinded by Department requesting fee increase</td>
</tr>
</tbody>
</table>

The best student-centered learning experience in America
Broad-based Fee Proposals

• University Registrar: Transcript Fees
  – Current Amount:
    $6.00 (Print)
    $6.00 (Electronic)
    $6.00 (Same Day Service Fee)
  – Requested Amount:
    $10.00 (Print)
    $8.00 (Electronic)
    $10.00 (Same Day Service Fee)
  – SFC Recommends Approval
Broad-based Fee Proposals

- Heritage College of Osteopathic Medicine: Medical Learning Resource Fee
  - Current Amount: $550.00
  - Requested Amount: $568.00
  - SFC Recommends approval
  - For Budget Planning Purposes, effective Spring 2019 the Medical Learning Resource Fee will be submitted to BPC along with HCOM’s annual tuition and fee proposal
Course Fee Proposals

• Athens Undergraduate Courses
  – 5 proposals submitted for Course Fees that are frozen based on OHIO Guarantee

• Athens Graduate Courses
  – One course fee increase was submitted but later rescinded
Course Fee Proposals

• Regional Campuses – Chillicothe (ONLY)
  – 3 new travel experience fees requested
  – Fees requested are identical to the fees currently assessed at Southern campus, for the same course
  – Course fees requested were reviewed by SFC and approved for Non-Guarantee students, ONLY
Course Fee Proposals

• See report for detailed recommendations for each fee request submitted to the
## Request for New or Increase of Broad-Based Fees - BPC

**Fiscal Year: FY19**

<table>
<thead>
<tr>
<th>Office/Dept./School</th>
<th>Fee Name</th>
<th>Current Amount</th>
<th>FY19 Amount Requested</th>
<th>FY19 Amount Recommended to BPC</th>
<th>FY19 Amount Recommended to BOT</th>
<th>Notes</th>
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</thead>
<tbody>
<tr>
<td><strong>ATHENS</strong></td>
<td></td>
<td></td>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Heritage College</td>
<td>Medical Learning Resource Fee</td>
<td>$550.00</td>
<td>$568.00</td>
<td>$568.00*</td>
<td></td>
<td>Also charged at Cleveland and Dublin Extension Campuses</td>
</tr>
<tr>
<td>Osteopathic Medicine</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>University Registrar</td>
<td>Transcript Fee &amp; Same Day Transcript Service Fee</td>
<td>$6.00</td>
<td>$8.00</td>
<td>$8.00</td>
<td></td>
<td>electronic</td>
</tr>
<tr>
<td></td>
<td></td>
<td>$6.00</td>
<td>$10.00</td>
<td>$10.00</td>
<td></td>
<td>paper/printed</td>
</tr>
<tr>
<td></td>
<td></td>
<td>$6.00</td>
<td>$10.00</td>
<td>$10.00</td>
<td></td>
<td>same day service</td>
</tr>
</tbody>
</table>

* Reviewed by SFC, approved but recommendation to include this fee in HCOM's annual recommendation to BPC (effective Spring 2019)
## Request for New or Increase of Student Course Fees - BPC

**Fiscal Year: FY19**

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Course Title</th>
<th>Dept/School</th>
<th>Fee Name</th>
<th>Current Amount</th>
<th>FY19 Amount Recommended to BPC</th>
<th>FY18 Amount Recommended to BOT</th>
</tr>
</thead>
<tbody>
<tr>
<td>AT 6210</td>
<td>Human Anatomy</td>
<td>AHSW</td>
<td>Cadaver Acquisition Fee</td>
<td>$135.00</td>
<td>Rescinded</td>
<td></td>
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<tr>
<td>PAW 1211</td>
<td>Fundamentals of Snow Skiing</td>
<td>RSP</td>
<td>Snow Skiing Fee</td>
<td>$50.00</td>
<td>$50.00*</td>
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<tr>
<td>PAW 2211</td>
<td>Intermediate Snow Skiing</td>
<td>RSP</td>
<td>Snow Skiing Costs</td>
<td>$50.00</td>
<td>$50.00*</td>
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</tr>
<tr>
<td>REC 1150</td>
<td>Whitewater Rafting</td>
<td>RSP</td>
<td>Whitewater Rafting Fee</td>
<td>$175.00</td>
<td>$175.00*</td>
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*Recommend only for Non-OHIO Guarantee students

## FEES NOT RECOMMENDED BY SFC DUE TO OHIO GUARANTEE

**Patton College of Education**

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Course Title</th>
<th>Dept/School</th>
<th>Fee Name</th>
<th>Current Amount</th>
<th>FY19 Amount Recommended to BPC</th>
<th>FY18 Amount Recommended to BOT</th>
</tr>
</thead>
<tbody>
<tr>
<td>RHT 1200</td>
<td>Food and Culture</td>
<td>HCSE</td>
<td>Food and Culture Fee</td>
<td>$10.00</td>
<td>$0.00</td>
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<tr>
<td>RHT 3340</td>
<td>Intro Food Production: Hosp</td>
<td>HCSE</td>
<td>Introduction to Food Production: Hospitality Fee</td>
<td>$90.00</td>
<td>$0.00</td>
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<tr>
<td>RHT 3600</td>
<td>Catering</td>
<td>HCSE</td>
<td>Catering Fee</td>
<td>$30.00</td>
<td>$0.00</td>
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<tr>
<td>RHT 4390</td>
<td>Restaurant Operations</td>
<td>HCSE</td>
<td>Restaurant Operations Fee</td>
<td>$30.00</td>
<td>$0.00</td>
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<tr>
<td>RHT 4400</td>
<td>Beverage Management</td>
<td>HCSE</td>
<td>Beverage Management Fee</td>
<td>$40.00</td>
<td>$0.00</td>
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</table>
BPC Members In Attendance: Deb Shaffer, Elizabeth Sayrs, Trevor Roycroft, Maria Modayil, Jennifer Romero (will backfill during Heather Gould’s leave), Landen Lama, Cindy Anderson, David Thomas, Joe McLaughlin

BPC Members Absent: Brooke Mauro, Jessica Wingett, Faith Voinovich, Jason Pina, Randy Leite, René Middleton, Matthew Shaftel, Heather Gould, Susan Williams

Staff: John Day, Katie Hensel, Dawn Weiser, Jim Sabin, Kayla Righter, Bob Kissell, Craig Cornell, Laura Myers, Chad Mitchell, Jennifer Kirksey, Rosanna Howard, Deb Benton, Heather Krugman

Student Fee Committee (SFC) Presentation and Recommendations – Deb Benton

- Katie shared that there were very few fee requests submitted; nothing controversial
- Katie provided a reminder that with HB 49 the State put a freeze on all undergraduate fees, not just tuition and instructional fees – there are several specific exceptions such as certification and licensure fees, auxiliary fees, study abroad fees, and elective fees and fines
- Fee requests reviewed and recommended by SFC for Fall 2018 include 2 broad based fees and 3 regional course fees related to travel which are being presented today with recommendation for approval by SFC
  - **Transcript Fee increases** for print ($6 to $10), electronic ($6 to $8) and same day service ($6 to $10)
    - In part a revenue enhancing proposal; this increase still keeps our rates in line with our peers; same day service is quite disruptive and results in added expense
  - **HCOM Medical Learning Resource Fee increase** from $550 to $568 for Fall 2018
    - This percentage increase matches what HCOM will submit for its tuition increase – these two pieces always inflate by the same rate each year.
    - SFC recommended that next year this request come with the HCOM annual tuition increase request and not go through SFC
  - **3 Chillicothe campus travel experience fees** – SFC approves these fees for continuing (non-Guarantee) students
    - These requests keep the fees consistent across regional campuses; campus course fees are determined and charged based on the campus providing the course
- Fee requests received but not recommended
  - 5 PCOE fee requests for increased costs were denied
    - The college submission was based on the exceptions allowed in HB 49 and would have likely been allowed by the state; the requests were denied since they are inconsistent with the University’s internal OHIO Guarantee guidelines re: course fee increases
  - 1 CHSP graduate fee request was later rescinded by the college
- BPC will vote on these fee recommendations at the February 22 meeting; action will occur at the March BoT
- Landen Lama voiced his approval of the Athens fees brought forward; he expressed satisfaction with the RHE increases since they are for elective courses and students would be making those decisions with full knowledge of the cost
- Maria Modayil voiced a bit of concern over the cost impact of print transcripts for graduate students applying to multiple graduate schools, but noted the electronic option can help contain cost; there may also be an opportunity for ‘bulk’ cost breaks for multiple transcript requests at one time
  - Deb Benton noted that the Registrar’s office is looking at the possibility of a single electronic version of transcripts being available for use more than once and still being considered ‘certified’; will also investigate discount rates for mailing multiple copies at the same time
Spring FY19 Budget Planning Update & Future Meetings – Katie

- HCOM tuition and RHE Guarantee requests will be discussed at the Feb 8 meeting with BPC vote on recommendations on Feb 22; fee recommendations will go to the Board at their March meeting
- Updates to the FY19 Budget will be shared with BPC following the unit Spring Financial Reviews
  - Updates based on the results from the Spring reviews will be brought back to BPC in late Feb/early March; college budget updates will be incorporated to arrive at an updated budget gap

Discussion:

- There was discussion about last week’s Board approval of capital spending for a $2M Convo videoboard
  - Deb discussed that funding for this particular item comes 100% from Athletics and the board generates advertising revenue to offset the cost
  - The details of the payback period of the internal loan for this capital item will be shared with BPC
  - Capital projects are vetted for revenue / funding source before moving forward; all capital projects go through CF&PC approval and those greater than $500,000 are taken to the Board for approval
  - Concern expressed that capital projects are not being seen by representatives of the campus community before going to the Board
  - Question was raised about whether such projects could be discussed in FPAC. Typically FPAC is used for feedback about the overall capital plan and major projects but currently every project is not reviewed by that committee. Concern also expressed that FPAC is not meeting regularly. Follow-up will be provided to address information provided at FPAC and its role of FPAC in governance process.
- The Board approved the establishment and implementation of the $6/credit hour Career Fee (charge capped at 12 credit hours or $72 per semester; $576 over four years for a full-time student) provided ODHE approves the fee and the planned expenses meet ODHE’s criteria
  - The next phase of Board oversight will occur following ODHE approval; the VPSA is slated to present a more in-depth strategy to use the money at the March BoT meeting; updates are scheduled to be shared with BPC at the Feb 22 meeting
  - Timeline for development of the Career Fee plan will be shared with BPC

Next Meeting – Thursday, February 8, 2018, 11:00-1:00, Baker Center Rm 230