



**Budget Committee Workgroup
The DoubleTree by Hilton Dallas – Love Field
Tuesday, November 6, 2018
8:30a.m – 4:00 p.m.**

Meeting Topics

- I. LAR and any budget hearing updates
- II. General Academics Formula Issues
 - a. Expenditure study update
 - b. Formula Advisory Committee update
- III. HRI Formula Advisory Committee update
- IV. Update on Administrative Overhead using consistent methodology
- V. What do you do to prepare for the legislative cycle?
 - a. Run formula numbers based on enrollment?
 - b. Compare base enrollment SCH's? If so, what method?
 - c. Best way to compare and prepare?
- VI. Budget monitoring ~Other than looking at negative balances, does anyone utilize budget burn down reports or some kind of trending to monitor budgets?
- VII. If you have a decentralized budget process, what access is given to users outside of the centralized budget office? How does the centralized budget office function in regards to the campus overall; do you use service level agreements?
- VIII. Internal charges ~ What's the business value and how does your university select which units can use these account codes? Does anyone have best practices in place for this process?
- IX. Does your university utilize recovery and recharge for its facilities group?

- X. How are campuses budgeting the expense for Teaching Assistants and Teaching Fellows? How are they being classified on the state quarterly FTE report? There is guidance around the state quarterly report here: <http://www.hr.sao.texas.gov/publications/FTEReportingInstructionsAndInformation.pdf> specifically for questions 13 and 14.
- XI. Charging students for excessive credit hours
 - a. Rate charged and how rate was determined
 - b. Notifying students
 - c. Measures to prevent student from reaching this point
- XII. Funding Retiree Group Insurance Premiums
- XIII. Funding fringe benefits in E&G ~ central budget vs salary account
- XIV. Budget outlook next session – managing expectations
- XV. Any other Texas Higher Education Coordinating Board updates
- XVI. Tuition and Fees
- XVII. Faculty gender pay and equities
- XVIII. Merit plans
- XIX. Budget Committee training in January