

MEMORANDUM

TO: Student Union Fee and Student
Fee Advisory Committee

FROM: Darrelene Rachavong
Vice President for Student Affairs

RE: Student Fee Advisory Committee Meeting

DATE: November 6, 2006

This is to inform you that the meeting of the Student Fee Advisory Committee is scheduled for Wednesday, November 8, 2006 at 8:30 am in the Arts and Technology Building Conference Room, ATEC 1.606. This was the best time for the student's schedules. Please allow at least 2 hours for this meeting.

Please find enclosed:

- (1) Membership Roster
- (2) Committee Charge
- (3) 2007 - 2008 Proposed Budgets
- (4) Directors' 2005-06 Annual Reports

Please contact me at x6236 if you will not be able to attend this meeting.

DR/cn

Ivor Page	Basheer Benhalim
Nathan Berg	Iris Kwong
Matt Freeman	Felicity Lenes
Lisa Garza	Amber Ahmed
	Snir Cohen

cc: Mary Kaye Adams, Dr. Darrelene Rachavong, Sue Sherbet, Donna Rogers and
Dr. Michael Coleman

STUDENT FEE ADVISORY COMMITTEE

Membership for 2006-2007

Name	Address	Phone
FACULTY		
Ivor Page (08)	Mail Station EC 34	Ext. 2160
Nathan Berg (08)	Mail Station GR 31	Ext. 2935
STAFF		
Matt Freeman (07)	Mail Station SU 22	Ext. 6670
Lisa Garza (07)	Mail Station MC 16	Ext. 2943
STUDENTS		
Basheer Benhalim (07)		
Felicity Lenes (07)		
Iris Kwong (08)		
Amber Ahmed (08)		
Snir Cohen (08)		

THE UNIVERSITY OF TEXAS AT DALLAS
NUMBERED POLICY MEMORANDA

POLICY MEMORANDUM 90-I.2-51

Issued: September 1, 1990
Revised: September 1, 1991
Revised: October 15, 1993
Revised: April 23, 1998
Editorial Amendments: October 29, 1998
Editorial Amendments: September 1, 2000
Editorial Amendments: May 16, 2006

STUDENT FEE ADVISORY COMMITTEE

The Student Fee Advisory Committee is a University-wide Standing Committee not reporting to the Academic Senate, The University of Texas at Dallas.

The Committee is charged to review and to make recommendations to the Vice President for Student Affairs and the President regarding the student service fee, student medical service fee, the recreational sports fee, and student union fee budgets. Expenditures from these fees shall comply with State law, the *Rules and Regulations* of the Board of Regents, The University of Texas System, and general University accounting procedures.

The Committee membership consists of 9 voting members and shall include 5 student members and 4 members appointed by the President from faculty and staff. The student members shall be appointed in accordance with state law and with the Constitution and By-Laws of the Student Senate. Three students shall serve a two-year term and two students shall serve a one-year term and shall be representative of all students enrolled at U. T. Dallas. Faculty members are appointed from the membership of the General Faculty (as defined in Title III, Chapter 21, Section I.B.1. of The University of Texas at Dallas Handbook of Operating Procedures <http://www.utdallas.edu/Faculty/Handbook/appendices.html>).

The Vice President for Student Affairs serves as the Responsible University Official for the Committee and shall convene the first meeting of the Committee each Fall term for the purpose of selecting the Chair and Vice Chair.

The Chair shall convene the Committee for budget deliberations and, in accordance with the University's budget instructions and schedule, shall forward the Committee's final recommendations to the President and the Vice President for Student Affairs for review and consideration.

After review and consideration of the Committee's recommendations, the student service fee, medical services fee, recreational sports fee, and student union fee budgets shall be submitted by the President, in accordance with established procedures, to the Board of Regents for final approval.

§ 54.503. STUDENT SERVICES FEES. (a) For the purposes of this section:

(1) "Student services" means activities which are separate and apart from the regularly scheduled academic functions of the institution and directly involve or benefit students, including textbook rentals, recreational activities, health and hospital services, medical services, intramural and intercollegiate athletics, artists and lecture series, cultural entertainment series, debating and oratorical activities, student publications, student government, the student fee advisory committee, student transportation services other than services under Sections 54.504, 54.511, 54.512, and 54.513 of this code, and any other student activities and services specifically authorized and approved by the governing board of the institution of higher education. The term does not include services for which a fee is charged under another section of this code.

(2) "Compulsory fee" means a fee that is charged to all students enrolled at the institution.

(3) "Voluntary fee" means a fee that is charged only to those students who make use of the student service for which the fee is established.

(b) The governing board of an institution of higher education may charge and collect from students registered at the institution fees to cover the cost of student services. The fee or fees may be either voluntary or compulsory as determined by the governing board. The total of all compulsory student services fees collected from a student at an institution of higher education other than The University of Texas at Austin or a component institution of the University of Houston System for any one semester or summer session shall not exceed \$250. All compulsory student services fees charged and collected under this section by the governing board of an institution of higher education, other than a public junior college, shall be assessed in proportion to the number of semester credit hours for which a student registers. No portion of the compulsory fees collected may be expended for parking facilities or services, except as related to providing shuttle bus services.

(c) The provisions of this section do not affect the building use fees or other special fees authorized by the legislature for any institution for the purpose of financing revenue bond issues.

(d) All money collected as student services fees shall be reserved and accounted for in an account or accounts kept separate and apart from educational and general funds of the institution and shall be used only for the support of student services. All the money shall be placed in a depository bank or banks designated by the governing board and shall be secured as required by law. Each year the governing board shall approve for the institution a separate budget for student activities and services financed by fees authorized in this section. The budget shall show the fees to

be assessed, the purpose or functions to be financed, the estimated income to be derived, and the proposed expenditures to be made. Copies of the budgets shall be filed annually with the coordinating board, the governor, the legislative budget board, and the state library.

(e) The governing board may waive all or part of any compulsory fee or fees authorized by this section in the case of any student for whom the payment of the fee would cause an undue financial hardship, provided the number of the students does not exceed 10 percent of the total enrollment. The board may limit accordingly the participation of a student in the activities financed by the fee so waived.

(f) If the total compulsory fee charged under this section is more than \$150, the increase does not take effect unless the increase is approved by a majority vote of the students voting in an election held for that purpose or by a majority vote of the student government at the institution. In subsequent years, an election authorizing a fee increase must be held before the fee can be increased by more than 10 percent of the fee approved at the last student election.

(g) If a student registers at more than one institution of higher education within a college or university system under concurrent enrollment provisions of joint or cooperative programs between institutions, the student shall pay all compulsory student services fees to the institution designated as the home institution under the joint or cooperative program. The governing board of the college or university system may waive the payment of all compulsory student services fees at the other institution or institutions.

(h) Except for Subsection (g) of this section, this section does not apply to The University of Texas at Austin or a component institution of the University of Houston System.

(i) General revenue appropriations, other educational and general income, and funds appropriated under Article VII, Section 17 or 18, of the Texas Constitution may be expended on a proportional use basis to support the services, activities, and facilities provided for in this section to the extent that the use of such funds is not otherwise restricted by the Texas Constitution or general law.

Acts 1971, 62nd Leg., p. 3072, ch. 1024, art. 1, § 1, eff. Sept. 1, 1971. Amended by Acts 1973, 63rd Leg., p. 1759, ch. 641, § 2, eff. Aug. 27, 1973; Acts 1979, 66th Leg., p. 1872, ch. 756, § 1, 2, eff. Sept. 1, 1979; Acts 1983, 68th Leg., p. 2060, ch. 378, § 2; Acts 1983, 68th Leg., p. 2062, ch. 379, § 1, eff. Aug. 29, 1983; Acts 1987, 70th Leg., ch. 410, § 1, eff. Aug. 31, 1987; Acts 1987, 70th Leg., ch. 901, § 6, eff. Aug. 31, 1987; Acts 1989, 71st Leg., ch. 584, § 99, eff. Sept. 1, 1989; Acts 1991, 72nd Leg., ch. 844, § 1, eff. Aug. 26, 1991; Acts 1991, 72nd Leg., ch. 848, § 1, eff. Aug. 26, 1991; Acts 1999, 76th Leg., ch.

288, § 1, eff. May 29, 1999; Acts 2001, 77th Leg., ch. 879, §
1, eff. June 14, 2001.

§ 54.50891. MEDICAL SERVICES FEE; THE UNIVERSITY OF TEXAS SYSTEM COMPONENTS. (a) The board of regents of The University of Texas System may charge each student registered at a component institution of The University of Texas System a medical services fee not to exceed \$55 for each semester or term. If approved by a majority vote of those students participating in a general election held at the institution for that purpose, the maximum amount of the medical services fee that may be charged at a component institution is increased to the amount stated on the ballot proposition, not to exceed \$75 for each semester or term. Approval at the election of an increase in the maximum amount of the fee that may be charged at a component institution does not affect the application of Subsection (e) to an increase in the amount of the fee actually charged at that institution from one academic year to the next.

(b) Before charging a medical services fee, the board must give students and administrators an opportunity to offer recommendations to the board as to the type and scope of medical services that should be provided. Before increasing the amount of the medical services fee at The University of Texas at Austin, a medical services fee committee, a majority of the members of which must be students of the university, must approve the fee increase.

(c) A medical services fee charged at a component institution of The University of Texas System may be used only to provide medical services to students registered at that component institution.

(d) A medical services fee charged under this section is in addition to any other fee the board is authorized by law to charge and may not be considered in determining the maximum student services fee that may be charged students enrolled at a component institution of The University of Texas System.

(e) The board may not increase the amount of the fee charged at a component institution of The University of Texas System by more than 10 percent from one academic year to the next unless the increase is approved by a majority of the students of the institution voting in a general election held at the institution for that purpose.

(f) The board shall prorate the amount of a fee charged to a student under this section based on the length of the semester or term for which the student is enrolled.

Added by Acts 1993, 73rd Leg., ch. 990, § 3, eff. June 19, 1993.
Amended by Acts 1999, 76th Leg., ch. 1558, § 2, eff. June 19, 1999.

§ 54.531. STUDENT UNION BUILDING FEES; THE UNIVERSITY OF TEXAS AT DALLAS. (a) The board of regents of The University of Texas System may levy a student union fee, not to exceed \$60 per student for each regular semester and not to exceed \$40 per student for each term of the summer session, for the sole purpose of financing, constructing, operating, maintaining, and improving a student union building for The University of Texas at Dallas; provided, however, that the fee may not be increased above \$40 per student for each regular semester and \$26.67 per student for each term of the summer session unless the increase is approved by a majority vote of those students participating in a general election held for that purpose. The fees herein authorized to be levied are in addition to any use or service fee now or hereafter authorized to be levied.

(b) Such fees shall be deposited to an account known as "The University of Texas at Dallas Student Union Fee Account" and shall be placed under the control of and subject to the order of the Student Union Advisory Committee. The committee shall annually submit to the president of The University of Texas at Dallas a complete and itemized budget to be accompanied by a full and complete report of all activities conducted during the past year and all expenditures made incident thereto. The president shall submit the budget to the board of regents as part of the institutional budget. The board of regents shall make such changes in the budget as it deems necessary before approving the budget, and shall then levy the fees, within the limits herein fixed, in such amounts as will be sufficient to meet the budgetary needs of the student union building.

(c) The board of regents may pledge fees levied under this section to pay obligations issued pursuant to the revenue financing system of The University of Texas System.

Added by Acts 1977, 65th Leg., p. 1041, ch. 385, § 1, eff. Aug. 29, 1977. Amended by Acts 1985, 69th Leg., ch. 239, § 86, eff. Sept. 1, 1985. Renumbered from V.T.C.A., Education Code § 70.08 and amended by Acts 1987, 70th Leg., ch. 901, § 33, eff. Aug. 31, 1987. Amended by Acts 1989, 71st Leg., ch. 910, § 2; Acts 1993, 73rd Leg., ch. 492, § 1, eff. Aug. 30, 1993.

§ 54.544. RECREATIONAL FACILITY FEE; THE UNIVERSITY OF TEXAS AT DALLAS. (a) The board of regents of The University of Texas System may charge each student enrolled at The University of Texas at Dallas a recreational facility fee to finance, construct, equip, operate, maintain, or improve student recreational facilities or programs at the university.

(b) A recreational facility fee may not exceed:

(1) \$65 for each student for a semester of the regular term or a summer session of 12 weeks or longer; and

(2) \$43.33 for each student for a summer session of less than 12 weeks.

(b-1), (b-2) Expired.

(c) A recreational facility fee may not be charged or increased unless charging or increasing the fee is approved by a majority vote of the students participating in a general student election called for that purpose.

(d) The board of regents shall collect a fee charged under this section and deposit the fee in an account known as the recreational facility account.

(e) The board of regents may pledge a fee charged under this section to pay an obligation issued under the revenue financing system of The University of Texas System.

(f) A fee charged under this section may not be counted in determining the maximum amount of student services fees that may be charged under Section 54.503(b).

(g) A recreational facility fee may not be collected after the 20th anniversary of the date it is first collected or after all bonded indebtedness for the recreational facility for which the fee receipts are pledged is paid, whichever is later.

Added by Acts 1995, 74th Leg., ch. 757, § 6, eff. June 16, 1995.
Amended by Acts 2003, 78th Leg., ch. 669, § 1, eff. June 20, 2003.

Recreational Facility Fee Referendum

Supports an increase in the recreational facility fee to finance the construction, equipment, operation and maintenance of an expansion of the existing recreational sports facilities. An expansion will be constructed to provide men's and women's athletic locker rooms, administrative space, aerobics/martial arts/dance studio, storage space and expanded fitness center. Funding for the project will come from a graduated increase in the recreational facility fee which is currently \$40 per student for a semester of the regular term or a 12-week summer session (25.57 for an eight-week summer session). The Board of Regents shall be authorized to charge and collect the fee in an amount not to exceed \$61.00 per student per semester, effective fall 2003 (\$40.67 per eight-week summer session) and effective fall 2006 an amount not to exceed \$64.00 per student per semester (\$42.67 per eight-week summer session) and to pledge such fee to the payment of obligations issued for such purposes pursuant to the Board of Regents Revenue Financing System.

Student Fee Advisory
Committee Meeting
November 8, 2006
8:30 a.m.

A meeting of the Student Fee Advisory committee was convened November 8, 2006 at 8:30 a.m. in room 1.606 of the Arts and Technology building.

Members	Basheer Benhalim	Iris Kwong
Present:	Felicity Lenes	Ivor Page
	Amber Ahmed	Matt Freeman
	Snir Cohen	Lisa Garza
Ex Officio	Darrelene Rachavong	Sue Sherbet
And Guests:	Donna Rogers	Mary Kay Adams
	Michael Coleman	

Call to Order The meeting was called to order by Dr. Rachavong at 8:35 am. She explained the committee charge and the fees involved. The notebooks were not ready to be handed out as enrollment had not been met causing deficits in the budgets. She also explained that 10% from all operating budgets was being cut to help balance accounts. The notebooks would be handed out as soon as the budgets were redone.

The meeting was adjourned at 9:00 a.m.

Respectively submitted:

Carol Neumann, Recorder

Student Fee Advisory
Committee Meeting
December 4, 2006
8:30 a.m.

A meeting of the Student Fee Advisory committee was convened December 4, 2006 at 8:30 a.m. in room 1.606 of the Arts and Technology building.

Members Basheer Benhalim
Present: Felicity Lenes
 Amber Ahmed
 Snir Cohen

Ex Officio Darrelene Rachavong Sue Sherbet
And Guests: Donna Rogers Mary Kay Adams
 Michael Coleman

Call to Order The meeting was called to order by Dr. Rachavong at 8:40 am and the committee notebooks were handed out to members who were present. Sue Sherbet passed out an additional handout explaining the 10% cut in all operating budgets this fiscal year. Committee members will review notebooks in preparation for the next meeting to be scheduled in January after the 16th.

The meeting was adjourned at 9:15 a.m.

Respectively submitted:



Carol Neumann, Recorder

Student Fee Advisory
Committee Meeting
February 5, 2007
8:00 a.m.

A meeting of the Student Fee Advisory committee was convened February 5, 2007 at 8:07 a.m. in room 3.104 in the Administration Building.

Members	Ivor Page	Basheer Benhalim
Present:	Lisa Garza	Felicity Lenes
	Matt Freeman	Amber Ahmed
	Iris Kwong	Snir Cohen

Ex Officio	Darrelene Rachavong	Sue Sherbet
And Guests:	Donna Rogers	

Call to Order The meeting was called to order by Dr. Darrelene Rachavong. Basheer Benhalim was elected to serve as Chair of the committee.

Committee Action Student Union Fee Budget:
Approved "Steady State" budget (\$2,293,437) for FY2008.

- Activities Program-SUAAB Total Budget of \$193,203
- Student Activities-Late Night Programming Total Budget of \$83,057
- Student Union Total Budget of \$1,324,809
- Fringe Benefits Total Budget of \$205,555
- Debt Service Reserve of \$486,813)

This leaves a projected fund reserve of \$155,101, which is short of the recommended \$200,000 reserve. The committee further recommended that next year's committee work toward achieving the recommended reserve for this budget.

Committee Action Medical Services Fee Budget:
Approved "Steady State" budget (\$1,199,054) for FY2008.

- Student Counseling Center Total Budget of \$422,749 (\$222,749 from Medical Services Fee and \$200,000 from Student Services Fee)
- Student Health Education Total Budget of \$60,389 (Committee voted to eliminate the Peer Health Educator Program (PHEDs) and redirect the funds used to support this program into the Health Education Coordinator position in order to get more qualified applicants.)
- Student Health Services Total Budget of \$625,471
- Fringe Benefits Total Budget of \$290,445

This leaves a projected fund reserve of \$114,277.

Committee Student Services Fee Budget:
Action

- Academic Competition Teams – No additional needs approved, but approved funding at the original FY2007 levels (prior to 10% budget reductions) for FY2008. (Total budget all teams \$128,999)
 - College Bowl (\$7,000)
 - Creative Problem Solving (\$29,000)
 - Debate (\$71,999)
 - Legal Mediation (\$7,000)
 - Model UN (\$7,000)
 - Moot Court Competition (\$7,000)
- Athletics – Approved “Steady State” budget for main operating account for FY2008. (Total budget \$1,031,936)
- Athletics Individual Sports – No additional needs approved, but approved funding at the original FY2007 levels (prior to 10% budget reductions) for FY2008. (Total budget all sports \$339,124)
 - Baseball (\$37,750)
 - Basketball-Men’s (\$40,600)
 - Basketball-Women’s (\$40,600)
 - Cross Country (\$22,850)
 - Golf (\$27,850)
 - Soccer-Men’s (\$35,262)
 - Soccer-Women’s (\$35,262)
 - Softball (\$35,100)
 - Tennis (\$28,850)
 - Volleyball (\$35,000)
- Callier – Approved “Steady State” budget for FY2008. (Total budget \$7,850)
- Career Center – Approved “Steady State” budget for FY2008. (Total budget \$695,497)
- Cheerleading – Approved additional \$10,000 to cover cost of sending cheerleaders to a national competition (Total budget for FY2008=\$52,249).
- Child Care – Approved “Steady State” budget for FY2008. (Total budget \$25,804)
- Disability Services – One-half of this budget allocation to be funded by other university sources in FY2008; the other half to be funded by Student Services Fees for FY2008 (Total of \$187,398) and then moved to other funding in FY2009. (Total budget \$187,398)
- International Student Services – Approved “Steady State” budget for FY2008. (Total budget \$34,278)
- Learning Resources – Approved “Steady State” budget for FY2008 and voted to recommend Learning Resources be moved to alternative funding for FY2009 and beyond. (Total budget \$356,760)

- Meteor Theatre – Approved “Steady State” budget for FY2008. (Total budget \$7,290)
- Multicultural Services – Approved “Steady State” budget for FY2008. (Total budget \$238,304)
- New Student Programs – Approved “Steady State” budget for FY2008 with the following recommendations: 1) Consider funding the Parent/Family Association through membership dues in future years; 2) Re-evaluate/re-work the Emerging Leaders Program over the next year. (Total budget \$184,421)
- Radio UTD – Approved reduction of \$5900 for equipment line item (Total budget \$33,543).
- Service Learning – Approved to fund additional needs requests (Total budget \$78,878).
- Special Projects – Approved to fund additional needs requests of \$2000 (Total budget \$10,550)
- Staff Development – Approved “Steady State” budget for FY2008. (Total budget \$10,800)
- Student Counseling Center – Approved “Steady State” budget for FY2008. (Total budget from Student Services Fees \$200,000)
- Student Development - Approved additional \$8,000 to fund annual Women’s Leadership Conference. (Total budget \$163,150)
- Student Government – Approved additional needs requests and the recovery of the 10% budget reduction from FY2007 to cover hours for the attorney. (Total budget \$229,608)
- Student Life – Approved “Steady State” budget for FY2008. (Total budget \$785,009) Committee recommended that Residential Life Program be moved to housing revenue instead of student services fees next year.
 - Living Learning – Approved “Steady State” budget for FY2008, which includes mission-critical additions (\$22,800 wages for Peers; \$7,100 M&O; \$1,250 Travel). Total FY2008 budget \$77,870.
- Student Newspaper – Approved “Steady State” budget for FY2008. (Total budget \$108,077) Committee recommended an evaluation of the number of copies of the newspaper printed since more students are reading the paper online. It was suggested that newspaper revenue could pick up more of the costs currently funded by student fees if printing and other costs could be reduced.
- Student Publications – Approves “Steady State” budget for FY2008. (Total budget \$21,157) Committee asked a different, easier-to-read format for “This Week at UTD” and asked that the “A to Z Guide” be re-evaluated.
- Fringe Benefits – Total FY2008 reserve \$877,850.

Committee
Action

Recreational Sports Fee:

- Basheer to get more information on lights for the baseball field.

- Donna to bring back information on Field Maintenance position and additional needs priorities.

The meeting was adjourned at 9:40 a.m.

Respectively submitted:

Carol Neumann, Recorder

Student Fee Advisory
Committee Meeting
February 22, 2007
8:30 a.m.

A meeting of the Student Fee Advisory committee was convened February 22, 2007 at 8:30 a.m. in room 3.104 in the Administration Building.

Members	Basheer Benhalim	Lisa Garza
Present:	Felicity Lenes	Ivor Page
	Amber Ahmed	Matt Freeman
	Snir Cohen	

Ex Officio	Darrelene Rachavong	Sue Sherbet
And Guests:	Donna Rogers	

Call to Order Basheer Benhalim called the meeting to order at 8:35 am.

Sue Sherbet distributed and reviewed a spreadsheet recap of the Student Services Fee recommendations from the last meeting and their net effect on the revenue account. Basheer indicated that he had verified the validity of the equipment reduction in the Radio UTD budget. The committee approved the following:

Committee
Action

Student Services Fee Budget: Total FY 08 budgeted \$5,886,439

- Academic Competition Teams – No additional needs approved, but approved funding at the original FY2007 levels (prior to 10% budget reductions) for FY2008. (Total budget all teams \$128,999)
 - College Bowl (\$7,000)
 - Creative Problem Solving (\$29,000)
 - Debate (\$71,999)
 - Legal Mediation (\$7,000)
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 - Moot Court Competition (\$7,000)
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 - Softball (\$35,100)
 - Tennis (\$28,850)
 - Volleyball (\$35,000)

- Callier – Approved “Steady State” budget for FY2008. (Total budget \$7,850)
- Career Center – Approved “Steady State” budget for FY2008. (Total budget \$695,497)
- Cheerleading – Approved additional \$10,000 to cover cost of sending cheerleaders to a national competition (Total budget for FY2008=\$52,249).
- Child Care – Approved “Steady State” budget for FY2008. (Total budget \$25,804)
- Disability Services – One-half of this budget allocation to be funded by other university sources in FY2008; the other half to be funded by Student Services Fees for FY2008 (Total of \$187,398) and then moved to other funding in FY2009. (Total budget \$187,398)
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online. It was suggested that newspaper revenue could pick up more of the costs currently funded by student fees if printing and other costs could be reduced.

- Student Publications – Approves “Steady State” budget for FY2008. (Total budget \$21,157) Committee asked a different, easier-to-read format for “This Week at UTD” and asked that the “A to Z Guide” be re-evaluated.
- Fringe Benefits – Total FY2008 reserve \$877,850.
Projected year end unexpended reserve \$293,394

Committee

Action

Recreational Sports Fee

Basheer ask about the portion of the Recreational Sports Budget that is designated to club sports. Donna Rogers indicated that there is about \$10,000 of the total designated to club sports that would be available for reallocation to another program. The committee discussed other potential programs such as subsidizing the ski trip to allow more students to participate, sand volleyball courts, exercise classes, etc.

Committee

Action

The committee approved the following:

Recreational Sports Budget

Approved budget of \$2,768,375 for FY2008 allocated as follows:

- Recreational Sports (\$1,827,384) which includes:
 - “Steady State” budget of \$1,646,364
 - Wage increase for Groundskeeper III from \$10.75/hr to \$13/hr (\$4,320)
 - Field Service Supervisor (\$42,000)
 - Lump Sum Wages Increase (\$44,700)
 - Top Dresser (\$20,000)
 - Cushman Trucster (\$20,000)
 - Tractor to pull top dresser (\$20,000)
 - Repaint overhead duct work in the pool (\$30,000)
- Fringe Benefits Cost \$152,750
- Debt Services Costs \$788,241

Projected end of year unexpended reserve \$206,176

The meeting was adjourned at 9:25 am.

Respectively submitted:

Carol Neumann, Recorder