

Student Fee Advisory Committee

The University of Texas at Tyler

November 15, 2016

I. Call to Order at 3:00

II. Members

Students	
Radha Nabar	
Preston Templeman	
Paul Ross	
Bria Smith	
Heather Rodriquez	A
Faculty/Staff	
Rebecca McElyea	
Kay Pleasant	
Michael Reed	
Paul Roberts	
Ex Officio	
Carrie Clayton	
Howard Patterson	
Non-Members	
Eva Burnett	
Mychele Hughes	

A- Absent

THIS WEEK IN SFAC

- Elected new leadership
- Approved Spring 2017 meeting schedule
- Discussed FY16 End of Year balances
- Discussed Department of Labor Federal Mandate for Overtime
- Discussed reviewing FY17 One Time Funding Requests

III. Meeting Minutes

Passed unanimously

IV. New Business

a. Selecting Committee Leadership

- i. Chairman
Radha Nabar was nominated as chair and approved unanimously
- ii. Secretary
Preston Templeman was nominated as secretary and approved unanimously

b. Introductions

Committee members, ex officio members, committee support and others in attendance

c. Committee operations mandate and procedure

- i. Student Service Fee is a mandatory fee of \$11/per credit hour which is capped at \$150 per semester
- ii. The Student Fee Advisory Committee (SFAC) makes recommendations to the President of how to allocate the Student Service Fee (SSF) and the Recreational Facility Fee (RFF) which are collected each semester.

d. Proposed meeting schedule

Meeting Schedule for Spring 2017 was approved

e. Update on End of Year FY16 Student Service Fee

- i. SSF FY16 End of Year (EOY) balances as of 8.31.2016 were identified per cost center which receives an SSF allocation. It was reported that positive EOY balances will be swept back to the SSF main account (\$119,762 for FY16) and negative EOY balances will be deducted from FY17 allocations per cost center (\$26,398) for FY16.

Recreational Facility Fee (RRF) positive EOY balances is not moved into the RRF main account but placed into a maintenance and repair account

- ii. Budget Office representatives were asked to provide FY16 actual revenue for the SSF for the next SFAC meeting as well as FY17 projected revenue.
- iii. Questions were raised FY16 approved allocations which were swept back to the main SSF account and how to access that money for future projects.

It was reported that the funds that are in the SSF main account must be budgeted and approved by the SFAC, President, and BOR to specific cost centers. In the future, it was suggested that a reserve account be funded during the budget process to ensure access to the realized revenue including the difference between FY projected and actual SSF revenue, any funds swept back (or lapsed) from cost centers that did not utilize the complete allocation, and a portion of the SSF main account. Also noted, a reserve account can be budgeted above projected income and identify reserves for one-time expenditures.

- iv. Questions were raised about using the leftover (swept) money for one-time budget projects since the SFAC already approved some FY one-time fund requests. SFAC received clarification that up to \$652,000 in the ending balance for the SSF main account can be requested for one-time requests however request must go through the budget process.

The Budget Office requests that budgets be presented annually to simplify the approval process however an appropriate mid-year

requests process would include an SFAC addendum to the FY17 SSF Budget.

University-wide reserves should equal three months of operating costs.

f. Department of Labor Federal Mandate on Overtime

- i. DOL has issued a Final Overtime Rule which will go into effect December 1, 2016 (barring judicial injunction or legislative repeal) that affects employees compensation based upon their job classification. There is a financial impact for departments and employees funded by Student Service Fees which will need to be addressed. Consideration includes funding salary adjustment, funding overtime liabilities or cutting services to maintain current budget.
- ii. Herrington Patriot Center impact analysis of the DOL Final Rule includes:
 - a. Expected salaries to increase by \$33,500 or
 - b. The HPC would have to close several hours per week to recover the costs of the new mandate.
- iii. It was suggested to wait until 12.01.2016 to make any recommendation about SSF funded employee's salary as the courts or legislature may take action on the DOL Final Rule implementation date. Committee members advocated using FY16 EOY lapsed funds to fund salary costs in order to maintain the current level of services, particularly at the HPC.

g. One-Time Fund Requests for FY17

Departments will be asked to request or request one-time funds for FY17 which will be considered during the next SFAC meeting.

As there was no further business, the University of Texas at Tyler SFAC adjourned at 3:55 pm.

Respectfully submitted,

Preston Templeman
Secretary of the Student Fee Advisory Committee

