



A&SF BUDGET COMMITTEE

UCF Student Government
A&SF Budget Committee Meeting
Charge On Chamber
October 11, 2023
12:30 PM

MEETING AGENDA

1. Announcements from the Chair:
 - a. Thank you everyone for coming today, this is not an official meeting and we will not be voting on anything today.
 - b. I will, however, keep us to normal meeting procedures and decorum to make sure we get through everything orderly as well as to maintain minutes of everything for future reference.
2. Announcements from the Vice Chair:
 - a. Currently working on possible graphics, will be displayed and discussed at Fridays meeting
 - b. Greenaway: working with comms team?
 - c. VC: Yes
3. Announcements from Committee Members:
 - a. None
4. Announcements from Non-Committee Members:
 - a. None
5. New Business:
 - a. Dr. Frame: Activity & Service Fee Budget Presentation
 - b. Introductions:
 - i. Brenda Posey – Budget Manager of the A&SF Business Office
 - ii. Sharon – SSWB
 - iii. Phong – Budgeting Analyst
 - iv. Shawn Simmons – Senior Director
 - v. Welch – Associate VP of SSWB
 - vi. Kim Banks – Senior Assistant VP of Budget Training and Analyst
 - vii. Shane – Director of OSI/Advisor to SG
 - c. A&SF
 - i. 2 pots of money
 1. Recurring & Non-Recurring
 - a. Recurring
 - i. Based on Credit Hours (\$11.67 per credit hour)
 - ii. Budget Number is an estimate every year
 - iii. Regular occurring things, year over year
 - b. Non-recurring
 - i. Less consistent
 - ii. Actuals vs. Projections

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- iii. Includes unspent funds from previous years and fees collected in excess
- iv. Recommended for one time expenses, stabilization efforts and facility planning
- 2. Points to Ponder
 - a. Minimum wage increase
 - b. Enrollment & Credit Hours
 - c. Deferred maintenance needs
- 3. Deferred maintenance and current reserves
 - a. \$7 Million at the Student Union over 10 years
 - b. \$30 million at the RWC over 10 years
 - i. CITF Impact of \$4.3 Millin for HVAC at RWC
 - c. Current Reserve Balance
 - i. Project Reserves: \$3,173,434.32
 - ii. Contingency Reserves: \$4,109,652.96
- 4. Amounts for the Coming Cycle:
 - a. Recurring: \$18,798,312.89 (estimated)
 - b. Non-Recurring: 6,535,045.66
 - i. Comes from reverted amounts from the previous years
 - ii. Won't be as large moving forward, large one-time amount
 - iii. Expect 0.5-1.5 million dollars moving forward
 - c. Kane: Estimate of the impact minimum wage impact would have on the budget?
 - d. Shane: I can work with Jeremy and Ryan to pull the budget packets from last year, 3 more years of dollar increases.
 - e. Welch: When the budget proposals from each of the departments come in, they will reflect that number
 - f. Kane: Said to advocate for future budget stabilization efforts so we can budget for budget increase and those efforts
 - g. Frame: In the past, we have looked at these two pots as one pot of money. Moving forward, we want to look at this amount of money very clear.
 - h. Simmons: Impact of the budget increase for this year: \$262,586
 - i. Shane: Is that just accounting for the minimum wage?
 - j. Simmons: Yes

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ii. Q&A Portion

1. Welch: You are in this seat in the year where the non-recurring budget is 6.5 million dollars. That won't happen again.
2. Brody: As were looking at having the large chunk of money one time, do we have an estimate for the contingency account, industry standard
3. Frame: I have information on that but I would like to continue to have conversations with the budget office on that. RWC has \$30 million with 4.3 CTIF being infused. Annual \$2 million needed for the deferred maintenance. If you make the decision to put all of the non-recurring into maintenance until we don't have the needed maintenance, that your decision. The Union would need a \$1.1 million dollars annually to stay on top of the deferred maintenance.
4. Welch: Rick Falco can give you more details, invite them to the budget hearings/meetings
5. Posy: \$300,000 in R&R, \$400,000 in the othr
6. Shane: We typically start with what the industry standard is and dip into it
7. Frame: Your decision on what you do with the 6.5, cannot stress the importance of the deferred maintenance needs
8. McClellan: for the 6.5 we will have for the non-recurring budget, as a committee we should put over half into the r&r accounts to get ahead as this is the only year we will have that sum of money. Will be reaching out to rick falco for further details. A small chunk of it should also go to future budget stabilization.
9. Shane: One thing to note, you'll notice that the latest of the CTIF funds that \$4.3 millions was allocated to the RWC, about every 3 years, CTIF funds do become available. Students and Faculty decide where those funds get allocated to. (Explaining the Document). No revision needed for statues. You will follow the normal process of previous year. Start handing out the packets mid/early november. During the budget process, it will differ a little bit as it will have the two pots of money of recurring and non-recurring. Any additonal money will go toward the one time projects. Will be working with you all when curating the budget packets to make sure it makes sense. Outlined in the document. Will be present, along with brodie to answer any questions not asked here.

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10. McClellan: Will be recapping this meeting on Friday to make sure we all understand. Will also be going over the infographics to make sure students understand who we are and what we do so students don't think we go on cruises. Important to get that information out. Also, with the change of the budget model, want to get that information out. Putting so much from non-recurring into r&r would free up r&r from recurring funds
 11. Frame: Sure, that's a decision to be made, if you believe you will have a stable amount in non-recurring to stabilize it, that could be a plan
 12. Kane: Do we have historical information on the average of non-recurring amounts so that we can anticipate and has there ever been a time that the balance has been 0?
 13. Simmons: last year it was \$-30,000 (deficit)
 14. Kane: Considering that the account can reach near 0, we should not rely solely on the non-recurring account
- iii. New Process to improve transparency with the University budgeting process
 - d.
6. Miscellaneous Business:
 - a.

Started 12:32 P.M

Adjourned: 1:08 P.M.

Key:

P - Present
A - Absent
MTD - Move to Debate
MTV - Move to Vote
MTA- Move to Amend
PP - Postpone
PPI - Postpone Indefinitely
GC - General Consent

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