

Business Affairs Officers Committee
Meeting Minutes
June 5, 2019

BAO Members present: Sharon Almeranti; Rachel Beatty; Mary Beth Buchan; Linda Carter; Warren Doucet; Elizabeth Elder; Elizabeth Godwin; Christine Green; Sausha Kellogg; Joe Kieleszewski; Adeeb Mozip; Shelia Primas; Sharon Progar; Sue Robell; Lakshmi Sabapathy; Lisa Shrader; Lucy Snyder; Angela Strickland; Lara Trocchio; Arthurine Turner; Donna Wells; and Brandon Wulf.

Call to Order

- The meeting was called to order at 1:30 pm

Announcements:

Shelia Stewart in the Bursar's office has retired. Alice Baker is the next person in line to help with this until Shelia's position is filled. Her position is posted and interviews will start shortly. Also Jane Duffy in the compensation department of HR has also left the university.

New Business

Campus Master Plan Presentation: Ashley Flintoff, Director of Wayne State University Planning & Space Management gave a presentation about the Wayne State Campus Master Plan. The Plan is ready for the Board of Governors meeting on June 21, 2019. The official launch will be somewhere around August or September. The plan creates a series of strategies that would help organize how WSU thinks and plans the physical environment taking academic need and space utilization into account.

The university has about 12 million gross square feet of space and about 215 acres of land. The plan aims to provide the university options for consolidation, better use our space, and how the university can move, relocate or co-locate in order to better utilize the university space. The plan divides the university space around three districts/corridors. The three districts/corridors are Gullen Mall and Second Avenue, Cass and the East West Cultural corridor. There are other corridors that can be development such as the athletics district as well as the medical district. Traffic studies were conducted to assess the size of streets and provide recommendations for the university, city and state to modified main streets around campus. This is a long term plan that will need funding to implement it. There are also short term projects that could be completed within the next two to three years. There are also long term projects that will need be more time to study and funding.

Budget Update: Jeff Bolton, Assistant Vice President for University Budgets gave an update regarding status of next fiscal year budget. All the budget adjustments were in Adaptive Insight. The university budget still not finalized due the state's budget. The state budget has not been finalized. There are three proposals by the Governor, State House and State with tuition and fee caps, there may be delay to end of summer or early fall in finalizing the budget. There is a tuition increase rate going to the board for approval. We need the tuition and fees approved for students for next academic year. We are using the best estimate available, next fiscal year budget is at a shortfall and that is the reason for budget reduction.

Draft RCM Training Plan: Lisa Shrader, FBO & Jeff Bolton, University Budget. There is a high level draft of training. Three areas of training: general financial information, data and decision learning, and BAO Learning. The RCM final model has not been finalized. There have been a few adjustments based on the feedback. As soon as the budget is approved, RCM will be the main focus of the Budget Office and BAO training. The high level training was presented and members are encouraged to send their feedback to Lisa. BAO working meetings will be used to cover the RCM training and the Administrative Conference can be used to cover other issues that are covered at the regular BAO meetings if needed.

Open Discussion: Adjourn: Meeting was adjourned at 3:00 pm.