January 12, 2018

To: Dr. Kevin Marbury, Vice President for Student Life

From: Brent Harrison, Interim Co-Director, Physical Education and Recreation
Tiffany Lundy, Interim Co-Director, Physical Education and Recreation
Sue Wieseke, Assistant Director for Finance, Physical Education and Recreation

Subject: 2018-19 Fee Projection

Low enrollment will cause the department of Physical Education and Recreation for the first time to use carryforward funds to pay the bond in FY 18. The building fee will be approximately $100K short of needed funds. Enrollment projections for FY19 indicate that for the second year in a row the department will have to reach into carryforward to fully make the bond payment to cover an estimated $80K – 100K deficit. The carry forward funds were generated when the building fee was pre collected prior to the opening of the expansion in FY15.

The department is facing an increase in wages for all staffing of approximately $125,000. Additional expenses impacting the department include increased expense in the overhead assessment, OPE, OPE surcharge to Central Administration and unknown divisional costs. The department will cover these increases with operational reserves and increased self-generated revenue.

The department is committed to keeping the student fee as low as possible and because of this will not be requesting a fee increase for FY19.

While we are able to maintain a 0% increase for FY19 it must be noted that we will not be able to maintain covering the gap with carry forward in future years without compromising necessary building and operational reserves and increasing the fee to students.

cc: Kathie Stanley, Associate Vice President Student Life