

UNIVERSITY *of*
NORTHERN COLORADO



**RECOMMENDED OPERATING BUDGET
FISCAL YEAR 2002-2003**

JUNE 28, 2002



Office of the President

M E M O R A N D U M

To: The Board of Trustees

From: Hank Brown 

Date: June 28, 2002

Re: Recommended Operating Budget 2002-2003

The budget presented in this document represents the 2002-2003 operating budget for the University of Northern Colorado as approved by the Board of Trustees at its meeting on June 14, 2002.

On June 25, 2002 the Colorado Commission on Higher Education (CCHE) approved and forwarded to Governor Owens a higher education funding scenario that included maximum tuition increases at UNC for resident students at 6.2% and for non-resident students at 7.7%. In addition, this scenario recommends a 3.68% restriction of UNC's general fund appropriation. These funding parameters are within the targets expected by the University on June 14th and presented to and approved by the Board.

Final budgetary adjustments to comply with the CCHE funding scenario have been incorporated and include the following highlights:

- Resident academic year tuition will be \$2,290 for undergraduate and \$2,708 for graduate.
- The Instructional budget was increased this year by \$2,495,794 for an overall 53% of the operating budget. Due to budgeting conventions such as the placement of about \$1.7 million contingency funds in Institutional Support category, Instruction is on target with the Board guideline of 55%.
- Faculty salaries will increase on average 6.59%.
- Exempt Administrator salaries will increase on average 4.34%.
- With the expected rescission, UNC has \$341,151 of final resource strategies. If for some reason, the expected rescissions do not eventuate, the \$341,151 will be released for operational expenditures.

The 2002-2003 operating budget represents the culmination of several years of hard work and tough decisions to bring the University of Northern Colorado finances in line with its academic priorities. It is expected that 55% or more of expenditures will go for instruction.



**2002-2003 Operating Budget Recommendation
June 28, 2002**

	Pages
1. Operating Budget Overview	
Executive Summary	1-1
University Priorities	1-4
External Mandates	1-5
Policy Issues	1-6
Resource Strategies	1-9
Compensation	1-10
2. State Appropriated Funds	
Summary	2-1
State Budget Parameters	2-3
Sources and Uses of Funds	2-5
Decision Document (Functional)	2-6
Comparison of Budget to Board Guidelines	2-7
Decision Document (Executive Level)	2-8
One-time Funding Decisions	2-10
3. Tuition and Fees	
Tuition Revenue Model	3-1
Student Activity Fees (SFAP)	3-4
Tuition and Fee Summary	3-10
4. Auxiliary Services Funds	
Summary	4-1
Budget Parameters	4-3
Budget Request	4-4
Auxiliary Services Capital Projects	4-6
Parking Services	4-7
5. Other Funds and Supplemental Information	
Co-generation Projects	5-1
Operating Fund Summaries	5-2
Bonding and Debt Services	5-10

EXECUTIVE SUMMARY

BUDGET STRUCTURE

Because the operations of an institution of higher education are complex - ranging from classroom instruction, to student registration, to dining services — the accounting and budgeting structure involves a variety of different fund types. The University of Northern Colorado's (UNC) operating budget is primarily concerned with **Current Unrestricted Funds**, which include:

- State Appropriated - Spending Authority
- State Appropriated - Dedicated Revenue
- Cash - Extended Studies
- Cash - University Services
- Cash - Internal Services
- Student Activity Fees
- Auxiliary Enterprises

It is important to note that, beginning with the financial statements for fiscal year 2001-2002, all funds will be combined into a single column. This Governmental Accounting Standards Board change will result in Current Unrestricted Funds being indistinguishable from other funds including restricted grant awards, student loans, and plant (facilities) funds. Nevertheless, for budgeting and day-to-day accounting purposes we will continue to use segregated funds.

The focus of the budget process is on **State Appropriated** funds, which comprise about 70% of the total \$119 million operating budget. Sources of funds include the State General Fund - \$44,811,849, Tuition - \$33,615,647 and Other Than Tuition - \$3,932,504. Section 2 of this document presents the proposed State Appropriated budget.

The second largest component of UNC's operating budget is the **Auxiliary Enterprise** funds, self-supporting sales of goods and services to students, faculty and staff. The 2002-2003 proposed Auxiliary budget is \$22,184,076. As a bonded facility, parking is now also an auxiliary enterprise with a budget of \$1,405,916. Combined, this is 20% of total operations. The Auxiliary budget has decreased by about \$5.5 million due to the contracting of bookstore operations to Barnes & Noble. Details by activity (residence halls, dining services, etc.) are presented in Section 4.

At \$5,506,380, the **Student Activity Fee** budget comprises 5% of UNC's operating budget. The development of this budget is governed by the Institutional Plan for Student Fees and carried out by the Student Representative Council (SRC). Their proposal, which incorporates the third and final year of reductions as per Board directive, is included in Section 3.

Cash funded operations include sales of goods and services that relate incidentally to instruction, research, and public service; or activities that exist to provide an instructional or laboratory experience for students and incidentally create goods or services. Also included are certain Extended Studies, off-campus course offerings, as well as "sales" of services internal to UNC departments that net to zero. The Cash fund budget is approximately \$7,890,402.

BUDGET DEVELOPMENT PROCESS

The fiscal year 2002-2003 budget process began in November 2001 and will culminate with the Board's approval of an operating budget in June. Generally the process includes the following elements:

- Because of the significance of personnel in the Budget, there is an emphasis on budgeting for positions. All authorized positions are tracked and reconciled to base budgets.
- Budgets are developed at the account line item level and rolled-up by department, school and executive area.
- Budgets are also reviewed at the standard functional levels (Instruction, Academic Support, Research, Public Service, Student Services, Scholarships, Operation & Maintenance of Plant, and Institutional Support). The Board has established specific percentage of budget guidelines for each of these functions. Section 2 includes additional detail and analysis.
- Using information and requests generated by budget managers, the Vice Presidents and President formulate a number of Resource Strategies (page 1-9). Based upon UNC's Funding Priorities (page 1-4) and giving consideration to compensation issues (page 1-10) and external mandates (page 1-5), the State Appropriated budget requests are prioritized.
- Budget meetings take place February through April including presentations from each college and selected operational areas of the University. Final allocation decisions are made in mid- to late- April after tuition projections and the Long Bill (state appropriation) are completed.

SYNOPSIS of RECOMMENDED BUDGET

In 2001-2002 UNC expected a temporary decline in on-campus enrollment due to increased admission standards. This decline did not occur. For 2002-2003, we are projecting a less than 1% increase overall, although new freshman are expected to decrease. Tuition rates are proposed to increase 6.2% for residents and 7.7% non-residents. The net impact on tuition funding is a budgeted increase of about \$1.5 million from 2001-2002 actual. Section 2 includes details. State General Funds are expected to provide about \$843,000 in new revenue.

The national and state economic situation caused statewide rescissions in 2001-2002. The impact on UNC was a reduction of \$933,986 or 2.12% of State general funds. An additional \$682,307 in general funds are restricted and expected to revert at year-end. The State's 2002-2003 budget is also reflective of the economic downturn. Because of this, significant resource strategies were employed: the President's Area, Finance & Administration and University Affairs absorbed a \$1,035,393 budget reduction. Academic Affairs absorbed a \$600,181 budget reduction. These and other Resource Strategies are discussed on page 1-9.

The new funds combined with the resource strategies are proposed for use as follows:

- **Contingency Reserve** (2% of general funds – a normal increase of \$16,865 plus an additional \$831,926 in anticipation of a rescission in 2002-03)
- **External Mandates and University Priorities** (\$452,278)
- **Compensation** (\$3,586,493 – see page 1-10 for discussion)

The **State Appropriated Decision Document**, on page 2-6 by function and page 2-8 by executive level, reflects the proposed operating budget with a 4.9% overall increase. Spending authority increases by 4.4% and dedicated revenue increases by 15.8%.



Frances L. Schoneck
Vice President for Administration
and Treasurer to the Board of Trustees

June 2002

UNIVERSITY PRIORITIES

Given the national and Colorado economic slowdown, the State is expecting a revenue shortfall in the current fiscal year and minimal new resources for fiscal 2002-2003. A rescission of 2.12% has been implemented in the 2001-2002. A portion of this (\$714,143) is a base reduction and the remainder of \$219,843 is for the current year only. Additional budgetary restrictions have been employed by the State including Capital Construction funding reversions. Therefore, UNC's 2002-2003 budget planning has focused on covering base general fund reductions without impacting Instruction. The University is still focused on building the percent of budget dedicated to Instruction to 55% and reaching the other targets set by the Board of Trustees. As shown in Section 2, UNC continues to make progress towards this end. Of the total increase to the State Appropriated spending authority Budget, 74% is directly related to instruction.

EXTERNAL MANDATES

Each year there are a number of budgetary increases over which UNC has little control. Typically these include State Risk Management and insurance costs, CCHE indirect fees, and software license fees. For 2002-2003 the increases were all absorbed internally and are not reflected as increases to the budget. One external mandate for 2002-03 is unique and is shown as a budgetary addition: Need Based Financial Aid. Currently the Long Bill includes a footnote requiring all of higher education to increase need-based aid by 25% of the residential tuition increase above inflation. This amounts to \$71,005 See page 3-1 for additional discussion.

POLICY ISSUES

A number of policy issues will have an impact on the 2002-2003 budget:

- 1. Center for Urban Education** - The Center for Urban Education will be funded on a revised formula of 100% of tuition, 25% of fees and 60% of general fund. (For FY 2002 the general fund percentage was 68%). This will result in a base resource strategy of \$12,700 for the current cohort.
- 2. Extended Studies** - In compliance with CCHE policy, the off-campus degree programs fiscal and administrative affairs will be re-centralized in the Center for Professional Development and Outreach. Revenue in excess of operating expenses will continue to be used as it has been in the past: Degree Programs - 75% for academic initiatives in the program units, 25% for campus-wide extended studies initiatives. Independent Study and Professional Development - 50% to the units participating in the program, 50% CPDO program development.
- 3. Summer Session** - The model for funding Summer 2002 will be based on 100% of tuition earned in Summer 2001. This is a \$74K increase in Summer funding. For Summer 2003, the base will be 102% of Summer 2002 tuition earned. The specific allocations to the colleges are related to the tuition earned in each college as shown on the page 1-8.

Also noteworthy is the Government Accounting Standard's Board change in accounting principles effective for fiscal 2001-2002. Although a given calendar year's Summer Session will continue to be budgeted for as a single period, the financial reporting will allocate the revenue and expenses between two fiscal years (the fiscal year end being June 30).

- 4. Discounted Tuition** - Two years ago UNC began offering the "Nebraska Scholarship" and then expanded it to the "States Scholarship" essentially as a discount to out-of-state tuition but only in an amount that still allowed the average cost of education to be covered by the tuition revenue. Three new discounted tuition scholarships are being added for 2002-2003.
 - a. PVA Dean's Graduate Scholars
 - b. Athletics Out-of-State Scholars
 - c. Legacy Scholarship
- 5. UNC Internal Services Changes** - Several changes will be made to internal services in 2002-2003 that will have a small impact on costs in departments. A memo summarizing these changes has been distributed to the vice presidents.
 - a. Facilities billable rates- increase based on State Classified salaries
 - b. Telephone increase - two percent increase on phone lines
 - c. Copier program - structure of leased copier program will change
- 6. Enrollment Fluctuations Reserve** - One-time funds of \$100,000 will be available to fund instructional needs due to enrollment fluctuations among colleges. The funds may

only be used for faculty compensation and will be available when vacancy savings funds do not cover unbudgeted enrollment increases.

- 7. Graduate Student Continuous Registration** —The Faculty Senate has approved a policy requiring all graduate students to remain continuously enrolled in at least one credit hour per semester. Beginning in fiscal year 2003-2004 this is estimated to result in an additional 150 credit hours per semester or ten in-state FTE. This policy compares to other Colorado institutions as follows:

University of Colorado at Boulder: Collects for five credit hours following comprehensive exams, or three hours for students not using on-campus facilities.

Colorado State University: Uses three options. 1.) Charge for regular course work; 2) Continuous registration on (CR-ON, \$100 fall and spring, \$50 summer: permits students to use university resources); 3) Continuous registration off (CR-Off, no charge, no use of university resources).

Colorado School of Mines: Charges for three or four credit hours depending on whether or not students take thesis option.

University of Colorado at Denver: Charges students for five credit hours following pass on colloquium or comprehensive examination each fall and spring.

SUMMER ON-CAMPUS INSTRUCTIONAL BUDGET MODEL FOR IMPLEMENTATION SUMMER 2003

MODEL PRINCIPLES

1. The Summer Budget shall be funded as a percentage of total tuition revenue from the prior year. For 2003 this is proposed to be approximately 102% of tuition earned in Summer 2002. The percentage will vary slightly based on the final credit hours earned by the various colleges.
2. The Summer Budget base shall consist of two “funds”:
 - a. Regular classroom instruction
 - b. Special initiative incentive.
3. The allocation of the regular classroom instruction portion of the budget shall be made to the colleges as follows:
 - a. Each college will be funded at a percentage of its own tuition earned. The goal is for all colleges to be funded at equal percentages.
 - b. The percentage allocations are being phased in with the intent of holding each college harmless with respect to base budget.
 - c. For Summer 2003 the following percentages of Summer 2002 tuition revenue are proposed.

	2003 % of Tuition for Summer Budget	2002 % for Comparison
Arts & Sciences	95.0%	93.5%
Monfort College of Business	103.0%	104.0%
College of Education	100.0%	101.0%
Health & Human Sciences	84.5%	72.0%
Performing & Visual Arts	147.0%	155.0%

4. The allocation of incentive funds will be made on a competitive basis for proposals provided in advance. For 2003, the total pool is proposed at \$91,665.

RESOURCE STRATEGIES

In response to the State's economic situation and budget rescissions, the President developed an initial plan of base savings that was approved by the Board of Trustees on February 8, 2002. In addition, further Resource Strategies have been identified in the Budget Process.

Classified & Exempt Budget Pools	\$71,140	
Salary Savings from Vacancies	233,326	
Academic Affairs		\$304,466
Classified & Exempt Budget Pools	\$2,843	
Scholarships	11,500	
President's Area		\$14,343
Classified & Exempt Budget Pools	\$65,491	
Vacant Positions	41,542	
Finance & Administration		\$107,033
Classified & Exempt Budget Pools		
University Affairs	\$398	\$398
Sub-total Resource Strategies at February 8, 2002		\$426,240
Salary Savings from Vacancies	\$3,153	
Change in Urban Education Funding	12,700	
Faculty Salary Savings	53,919	
Various Academic Support & Student Services	65,000	
OCE	160,943	
Academic Affairs		\$295,715
Position Elimination and Various Other	\$76,498	
OCE	11,248	
President's Area		\$87,746
Facilities Operations	\$101,422	
AAEO Reorganization	84,996	
Technology Reductions	69,441	
OCE	147,909	
Finance & Administration		\$403,768
Development Office	\$150,000	
OCE	20,026	
University Affairs		\$170,026
Salary Savings	\$121,153	
Challenge Overhead Recovery	99,112	
Cash & Auxiliaries Overhead Recovery	5,789	
Board of Trustees OCE	1,025	
General		\$227,079
Sub-total Additional Resources Strategies		\$1,184,334
TOTAL FY2002-2003 RESOURCE STRATEGIES		\$1,610,574

COMPENSATION

Compensation for Classified employees is externally mandated by the State while Faculty and Exempt increases are internal decisions.

- The Classified “Salary Survey” for UNC will increase salaries on average 5%. Fiscal 2002-2003 should be the last year for the anniversary “catch-up” component, which is about 1%. In total the State Appropriated cost, with benefits, is estimated at \$1,068,073.
- The State-mandated performance pay merit amount is \$94,595. This will be funded as one-time salary enhancements and will not impact the base. Percentage awards by evaluation category are recommended as follows: Proficient 0.1%, Exceeds Expectations 1.0% and Superior Achievement 1.8% and will be annualized in accordance with State requirements.
- Faculty Promotions will be approximately \$45,000.
- Based on projected revenue, the budget reflects \$2,431,201 available for faculty and exempt salary increases. In accordance with salary parity studies, faculty increases will average 6.59% and exempt increases will average 4.34%.
- The cost of compensating Teaching Assistants (TA) and Graduate Assistant (GA) with tuition waivers will be \$64,352, commensurate with a 6.2% resident and a 7.7% non-resident tuition increase.
- TA/GA stipends for three high demand areas — Math Science, Biological Science, and Chemistry — will be increased by 5% at a cost of \$22,867.

STATE APPROPRIATED BUDGET SUMMARY

The proposed State Appropriated Operating Budget for the 2002-2003, fiscal year was developed by UNC's senior administration with representation from the Faculty Senate, PASC, SPEEC and SRC. The Resource Strategies employed and allocations made were focused on absorbing State budget cuts and continuing to strengthen Instruction. Key elements comprising the proposed budget are:

REVENUE

1. The state general fund regular allocation to UNC is proposed to increase \$843,254 to \$44,811,849 representing 1.9 percent growth. It includes components for enrollment growth, performance funding, and permanent reductions made during 2001-2002.
2. Based on enrollment projections for 2002-2003 and increases of 6.2% percent for resident and 7.7% for nonresident tuition, total tuition revenue is projected at \$33,615,647. This represents a \$2,725,024 increase over the 2001-2002 budget. Of this amount, \$2,311,045 is an increase in state spending authority funds (\$800,000 due to unanticipated enrollment in 2001-2002 and \$1,511,045 due to the 2002-2003 rate increase net of enrollment changes). The balance of \$413,979 is additional state appropriated dedicated revenue funds – primarily off-campus state funded tuition.
3. Other revenue comprised primarily of fees, treasury fund interest, and indirect cost recovery will increase by \$321,342 and is estimated to total \$4,426,504. New State Appropriated- Spending Authority sources include \$97,000 in interest and \$25,689 in academic program fees. The remainder is dedicated to specific funding items such as student technology and extended studies operations.
4. All of the above items combine to yield \$3,914,832 in new revenue (\$3,276,988 state spending authority fund, and \$637,844 state appropriated dedicated revenue fund).

RESOURCE STRATEGIES

- Resource Strategies totaling \$1,610,574 are detailed in Section 1-9.

RESERVES and EXTERNAL MANDATES

1. The University maintains a Contingency Reserve equaling 2.0 percent of the General Fund appropriation. The regular increase for the 2002-2003 year is \$16,865 bringing the reserve to \$896,237. In addition the University has dedicated \$831,926 more in 2002-2003 base dollars to contingency in anticipation of 2002-2003 rescissions. A balance of \$381,727 remains uncommitted from the 2001-2002 reserves and with the 2002-2003 base should be sufficient to cover anticipated rescissions.
2. The External Mandates for fiscal year 2002-2003, with two exceptions, were funded through internal reallocation due to the shortage of new funds. The exceptions include Classified salary increases discussed under Compensation and State-mandated increases to need-based financial aid totaling \$71,005.

COMPENSATION

Compensation allocations are detailed in Section 1 and include:

- Mandated classified increases at an average of 6.0%
- Faculty increases to be distributed in accordance with the faculty salary model at an average academic year increase percentage of 6.59%.
- Exempt staff salary increases at an average percentage of 4.34%.
- TA/GA stipend increase at a percentage to be determined and tuition scholarship increases of 6.2% for residents and 7.7% for nonresidents

POLICY ISSUES / UNIVERSITY PRIORITIES

University Priorities are also discussed in Section I with 2002-2003 allocations including:

- \$73,835 funding of summer initiatives
- \$167,830 funding of Urban Education program based on a 60% of general fund earned
- \$53,919 support for Arts & Sciences Instruction
- \$60,000 funding for a Coordinator of Academic Assessment

BUDGET PARAMETERS

At its February 8th meeting, the Board of Trustees approved planning parameters to guide the budget process. Since that time the external environment has caused the following changes:

- 1. Enrollment Projections:** Enrollment projections by the Office of Institutional Research reflect an increase from 2001-2002 budgeted .
- 2. Employee Salary Increase:** Classified salary survey plus anniversary catch-up - 6%; faculty – 6.59%; and exempt 4.34%.
- 3. Fringe Benefit Rate:** No change from original parameters (remain 20.2% full-time and decrease to 10.9% for part-time).
- 4. General Fund Appropriation:** The Long Bill provides a net increase from 2001-2002 of \$843,254. However, a restriction on spending authority of \$1,648,489 to the State is possible at the beginning of the FY 02-03 fiscal year. Provisions for this and other recissions have been made in the contingency fund.
- 5. Tuition Revenue:** Increased from original parameters (6.2% resident, 7.7% non-resident).
- 6. Miscellaneous Fees:** The Technology Fee and Academic Program Fee will increase by CPI of 4.7% (CPI originally projected at 4.5%).
- 7. Contingency Fund:** The contingency fund has been significantly increased to cover anticipated recissions and restrictions for FY 02-03.
- 8. Co-Generation Fund:** No change from original parameters.

STATE FINANCIAL BUDGET PLANNING PARAMETERS FISCAL YEAR 2002-2003

For the purpose of initiating the 2002-2003 budget process, these financial budget parameters are suggested as guidelines for establishing the revenue and expense base budgets for FY 2002-2003. The recommended planning parameters are as follows:

- 1. Enrollment Projection:** Enrollment projections will be made conservatively based on actual student FTE for 2001-2002 and early indicators of fall enrollment.
- 2. Employee Salary Increases:** Classified salary increases are set by the State Classified Salary Survey. The statewide average salary survey increase is 5 percent. In addition to the salary survey increase, merit increases may be awarded under the State's Pay for Performance Plan. Recommendations for administrative staff and faculty salary increases will be determined later based on available resources.
- 3. Fringe Benefit Rate:** Fringe benefit rates for UNC are approved annually by the Department of Health and Human Services. Negotiations and approval have not concluded for the 2002-2003 budget year. For planning purposes, the rate of 20.2 percent for full-time employees and 10.9 percent for part-time employees will be used.
- 4. General Fund Appropriation Revenue:** Discussions underway at the legislature include the possibility of a 3 percent rescission for the current year. This rescission could become part of the base for the 2002-2003 budget. For planning purposes UNC is assuming that after enrollment and performance funding that the net change to the 2002-2003 budget is no increase.
- 5. Tuition Revenue:** Typically tuition increases are based on inflation for the prior calendar year. The CPI for 2001 is expected to be approximately 4 ½ percent. In addition, UNC has requested a special tuition increase of 3 percent.
- 6. Miscellaneous Fees:** State appropriated fee revenue is projected at approximately \$4 million for 2001-2002. The budget for 2002-2003 will be adjusted for projected enrollments and board approved rate changes.
- 7. Contingency Fund:** The University will continue to maintain the established 2 percent of general fund reserve balance. The 2002-2003 figure is estimated to be 2 percent of any general fund increases realized as a result of the 2002-2003 legislative budget process.
- 8. Co-Generation Reserve Fund:** The University will reserve the funds generated through utility savings in 2002-2003 to be allocated in 2003-2004. Funds generated in 2001-2002 will be available for allocation in 2002-2003.

Source: Finance and Administration
Approved by Board of Trustees
February 8, 2002

STATE APPROPRIATED FUNDS - FY 2002-03 REQUEST

SOURCES AND USES OF FUNDS

	Long Bill 02/03 Spending Limitation	State Fund 02/03 Proposed Budget	Notes	State Fund 01/02 Approved Budget	Change In Proposed Budget
Sources of Funds					
General Fund Regular Allocation	\$44,811,849	\$44,811,849	fund 310	\$43,968,595	\$843,254
Tuition	\$35,633,713	\$33,615,647	fund 310	\$30,890,623	\$2,725,024
Other Than Tuition Revenue	\$4,332,385	\$3,932,504	fund 310, 331	\$3,630,950	\$301,554
Non-Exempt Auxiliary Revenue	\$1,220,125	\$1,200,000	fund 329	\$1,200,000	\$0
Total State Appropriation	\$85,998,072	\$83,560,000		\$79,690,168	\$3,869,832
State Appropriation in Excess of UNC Budget	2,438,072				
Non Appropriated Sources					
Indirect Cost Recoveries (ICR) & Administrative Allowance		\$494,000	fund 311	\$449,000	\$45,000
Total Sources of Funds		\$84,054,000		\$80,139,168	\$3,914,832
					(a)

	02/03 Proposed Budget	Spending Authority Budget	Dedicated Revenue Budget	Non-Exempt Auxiliary Revenue
Uses of Funds				
Prior Year Base Budget	\$80,139,168	\$74,900,527	\$4,038,641	\$1,200,000
Resource Strategies (reductions to current base budgets)	(b) (\$1,610,574)	(\$1,610,574)		
Scholarship impact on tuition	(c) (\$10,339)		(\$10,339)	
New Allocations				
Increase in General Fund Reserves	\$848,791	\$848,791		
Increase in General Fund External Mandated and Univ Priorities	\$452,278	\$452,278		
Increase in General Fund Compensation - Classified	\$1,068,073	\$1,068,073		
Increase in General Fund Compensation - Faculty and Exempt	\$2,431,201	\$2,431,201		
Increase in General Fund Compensation - GA/TA Tuition & Sal Inc	\$87,219	\$87,219		
Increase in Dedicated Revenue Fund Expenditures - OCSF	\$335,818		\$335,818	
Increase in Dedicated Revenue Fund Expenditures - scholarships	\$88,500		\$88,500	
Increase in Dedicated Revenue Fund Extrl Mand and Univ Priorities	\$61,100		\$61,100	
Increase in Dedicated Revenue Fund Expenditures - Other	\$162,765		\$162,765	
Total New Allocations	(d) \$5,535,745	\$4,887,562	\$648,183	\$0
Total Uses of Funds	\$84,054,000	\$78,177,515	\$4,676,485	\$1,200,000

Reconciliation of New Allocations

New Resources (a)	\$	3,914,832
Resource Strategies (b)		1,610,574
Other Changes (c)		10,339
New Allocations (d)	\$	5,535,745

FUNCTIONAL DECISION DOCUMENT

	Total UNC	Instruction	Academic Support	Student Services	Scholarships and Fellowships	Research	Institutional Support	Operation and Maintenance of Plant	Public Service
Base Budget as Approved By BOT 6/11/01	74,896,627	39,361,732	10,747,253	6,767,474	1,783,596	448,730	8,776,131	6,842,206	169,505
Account Reassignments, Adjustments and Salary Savings	3,900	46,726	33,184	(218,435)	131,250	(11,328)	61,395	20,444	(59,336)
Corrected Base Budget @ 2/08/02	74,900,527	39,408,458	10,780,437	6,549,039	1,914,846	437,402	8,837,526	6,862,650	110,169
Proposed Base Transfers									
BOT Approved 2/8/02	(426,240)	(54)	(250,382)	(85,882)			(64,583)	(25,339)	
Sub-total Pro Forma Base	74,474,287	39,408,404	10,530,055	6,463,157	1,914,846	437,402	8,772,943	6,837,311	110,169
Resource Strategy									
New Revenue	426,240								
General Fund	843,254								
Academic Program Fees	25,689								
Excess 2002 Tuition (BOT approved 2/8/02)	200,000								
Excess 2002 Tuition (Revised Estimate)	600,000								
Tuition	1,511,045								
Interest Income	97,000								
Sub-total New Revenue	3,276,988	-	-	-	-	-	-	-	-
TOTAL AVAILABLE FUNDS	78,177,515	39,408,404	10,530,055	6,463,157	1,914,846	437,402	8,772,943	6,837,311	110,169
FUND USES									
Corrected Base Budget @2/08/02	74,474,287	39,408,404	10,530,055	6,463,157	1,914,846	437,402	8,772,943	6,837,311	110,169
Resource Strategies									
Finance and Administration	(403,768)		(69,441)				(84,996)	(249,331)	
President	(87,746)		(5,021)	(9,520)			(73,205)		
Academic Affairs	(283,015)	(33,919)	(215,943)	(5,000)		(3,153)			(5,000)
Board of Trustees	(1,025)						(1,025)		
Development	(170,026)						(170,026)		
Personal Services Reserve	(121,153)						(121,153)		
Urban Education Funding Change	(12,700)	(12,700)							
Challenge Overhead-99111	(99,112)		(19,822)					(79,290)	
Admin Overhead	(5,789)						(5,789)		
Sub-total Other Resources	(1,184,334)	(66,619)	(310,227)	(14,520)	-	(3,153)	(456,194)	(328,621)	(5,000)
Reserves									
Contingency @ 2% GF	848,791						848,791		
Sub-total Reserves	848,791						848,791		
External Mandates/University Priorities									
Summer Initiatives (State GF)	73,835	73,835							
Urban Education (State GF)	167,830	167,830							
Coordinator of Assessment	60,000		60,000						
Need Based Financial Aid	71,005				71,005				
Arts and Sciences Instruction	53,919	53,919							
Academic Program Fees	25,689	25,689							
Sub-total Ext Mandates/University Priorities	452,278	321,273	60,000	-	71,005	-	-	-	-
Compensation									
Classified Salary Increases	1,088,073	159,955	296,494	101,598		5,698	166,912	337,416	
Faculty	2,011,646	2,011,646							
GA/TA Increase-select areas	22,867	22,867							
Exempt Salary Increases	419,555		214,157	49,165			156,233		
GA/TA Tuition Increases	64,352				64,352				
Sub-total Compensation	3,586,493	2,194,468	510,651	150,763	64,352	5,698	323,145	337,416	-
NEW SPENDING AUTHORITY BASE	78,177,515	41,857,526	10,790,479	6,599,400	2,050,203	439,947	9,488,685	6,846,106	105,169
DEDICATED REVENUE BASE 2/08/02 adjusted	4,038,641	1,461,848	1,434,500	271,517	60,000	324,000	486,776	-	-
Requested Changes	637,844	437,069	66,390	5,661	72,500	50,000	6,224	-	-
REQUESTED DEDICATED REVENUE BASE	4,676,485	1,898,917	1,500,890	277,178	132,500	374,000	493,000	-	-
Ttl State Appropriated Fund Bdgt Proposal	82,854,000	43,756,443	12,291,369	6,876,578	2,182,703	813,947	9,981,685	6,846,106	105,169

COMPARISON OF STATE APPROPRIATED BUDGET TO BOARD POLICY

SUMMARY

As mandated by Board policy, the 2002-2003 budget percentages by functional category are compared to the Board targets.

	Board of Trustees	2002-2003 Budget	Over/(Under) Target
Instruction	55.00%	53.54%	(1.46%)
Research	1.25%	0.56%	(0.69%)
Public Service	0.10%	0.13%	0.03%
Academic Support	14.75%	13.80%	(0.95%)
Student Services	7.00%	8.44%	1.44%
Institutional Support	10.25%	12.14%	1.89%
O&M of Plant	8.28%	8.76%	0.48%
Scholarships	3.30%	2.62%	(0.68%)
Transfers	0.10%	0.00%	(0.10%)
Total	100.00%	100.00%	

Several important points that should be considered in this comparison include:

- The Contingency Reserve, which amounts to approximately 1.0% of the total budget, is reflected by default in each year's budget under Institutional Support. However, when these funds are actually expended, it is typically for Instructional purposes. Thus actual 2002-2003 Instructional expenditures will likely exceed the budget and vice versa for Institutional Support.
- Transfers are not budgeted and consist primarily of expenditures for capitalized leases, which must be transferred to the Plant fund.
- In any given year, the expenditure of budgetary roll-forwards from the prior year can impact the comparison of actual expenditures to current year budget.

EXECUTIVE LEVEL SPENDING AUTHORITY DECISION DOCUMENT

	Total UNC	Provost	President	Finance & Admin	Univ Affairs / Genl. Counsel	Board of Trustees	Other
Base Budget as Approved By BOT 6/11/01	74,896,627	56,472,439	2,768,247	13,213,272	1,098,028	177,120	1,167,521
Account Reassignments and Adjustments	3,900	(272,673)	(172,440)	(2,530,565)	499,065	(15,170)	2,495,683
Salary Savings	0	(38,442)	-	(29,218)	-	-	67,660
Base reductions 2/08/02 BOT	(426,240)	(304,465)	(14,345)	(107,032)	(398)	-	-
Base Budget @ 2/08/02	74,474,287	55,856,859	2,581,462	10,546,457	1,596,695	161,950	3,730,864
Proposed Base Transfers							
One-time in FY 2002-Proposed perms	0	(49,380)	(12,391)	2,101			59,670
Salary Savings after 12/11/01	0	(4,672)	(3,136)	(17,623)			25,431
Sub-total Adjustments	-	(54,052)	(15,527)	(15,522)	-	-	85,101
Sub-total Pro Forma Base	74,474,287	55,802,807	2,565,935	10,530,935	1,596,695	161,950	3,815,965
Resource Strategy	426,240						
New Revenue							
General Fund	843,254						
Academic Program Fees	25,689						
Excess 2002 Tuition (BOT approved 2/8/02)	200,000						
Excess 2002 Tuition (Revised Estimate)	600,000						
Tuition	1,511,045						
Interest income	97,000						
	3,276,988						
Sub-total New Base Available	78,177,515	55,802,807	2,565,935	10,530,935	1,596,695	161,950	3,815,965
Corrected Base Budget @ 2/08/02	74,474,287	55,802,807	2,565,935	10,530,935	1,596,695	161,950	3,815,965
Other Resources							
Finance and Administration	(403,768)			(403,768)			
President	(87,746)		(87,746)				
Academic Affairs	(283,015)	(283,015)					
Board of Trustees	(1,025)					(1,025)	
Development	(170,026)				(170,026)		
Urban Ed Funding Change	(12,700)	(12,700)					
Salary Savings	(121,153)						(121,153)
Admin Overhead Increase	(5,789)			(5,789)			
Challenge Overhead	(99,112)						(99,112)
	(1,184,334)	(295,715)	(87,746)	(409,557)	(170,026)	(1,025)	(220,265)
Reserves							
Gen Fund Contingency 2% General fund Increase	848,791						848,791
Sub-total Reserves	848,791						848,791
External Mandates/University Priorities							
Need Based Financial Aid	71,005	71,005					
Summer Initiatives (State GF)	73,835	73,835					
Urban Education (State GF)	167,830	167,830					
Arts and Sciences Instruction	53,919	53,919					
Coordinator of Assessment	60,000	60,000					
Academic Program Fees	25,689	25,689					
	452,278	452,278					
Compensation							
Classified Mandated	1,068,073	448,999	22,899	553,191	14,286	2,265	26,433
Faculty	2,011,646	2,011,646					
GA/TA Increases-Selected Areas	22,867	22,867					
Exempt Salary Increases	419,555	214,157	112,196	59,956	33,246		
GA/TA Tuition Increase	64,352	64,352					
	3,586,493	2,762,021	135,095	613,147	47,532	2,265	26,433
Proposed 2002-03 Spending Authority Base	78,177,515	58,721,391	2,613,284	10,734,525	1,474,201	163,190	4,470,924

EXECUTIVE LEVEL DEDICATED REVENUE DECISION DOCUMENT

	Total UNC	Provost	President	Finance & Admin.	Univ Affairs/ Gen Counsel	Board of Trustees	Other
Dedicated Revenue Base 2001-2002	4,038,641	2,251,865	-	486,776	-	-	1,300,000
Requested Changes to Dedicated Rev.							
Remove OCSF Tuition and Fees	(898,283)	(898,283)					
Centralize OCSF Tuition & Fees- CPDO	1,335,352	1,335,352					
Establish Legacy Scholarship	10,000	10,000					
Establish Athletic Scholarship	25,000	25,000					
Establish PVA Scholarship	37,500	37,500					
Decrease Grad School Fees	(1,510)	(1,510)					
Increase Int'l Exchange Scholars	5,661	5,661					
Increase Study Abroad Fees	6,800	6,800					
Increase IDC to Anticipated Revenue	50,000	50,000					
Technology Fee	61,100						61,100
Accounts Receivable	6,224			6,224			
	-						
	-						
Total Requested Dedicated Rev. Changes	637,844	570,520	-	6,224	-	-	61,100
Requested Dedicated Revenue Base 2002-03	4,676,485	2,822,385	-	493,000	-	-	1,361,100

ONE-TIME FUNDING FOR 2002-2003

CONTINGENCY RESERVE 151300		
Unexpended FY 2001 Roll-forward	\$	530,684
Base Budget 2001-2002		879,372
Estimated Excess 01-02 Tuition		800,000
From President's Area		136,036
JBC First & Second 01-02 Reductions 2.12%		(933,986)
OSPB Budgetary Restriction (brings total to 3.68%)		(682,307)
MCB Entrepreneurship Center		(20,000)
Available for FY 2001-2002	\$	709,799
Estimated Excess 01-02 Interest		71,788
Tentatively Approved FY 2003 Needs:		
Howard Skinner Salary (01-02 base shown)		(92,310)
Enrollment Fluctuations Instruction Reserve		(100,000)
Salary Merit Pool		(95,200)
COE On-Campus Post Bac		(60,000)
Faculty Publishing Subsidy		(21,200)
Library Learning Materials (1)		(52,350)
Uncommitted	\$	360,527
(1) One-time funding to support the learning materials budget. To be base funded within the library budget pending employee turnover and job reclassification.		
Potential Uses Per Budget Discussions (2):		
BAS / BAT start-up		(35,760)
CPDO On-line course development		(25,000)
A&S Lab Start-up		(35,000)
HHS / KPE Lab Start-up		(15,000)
Build up Legal Reserve		(50,000)
Fourier Spectrophotometer		(25,000)
Additional Grant Matching Funds		?
(2) Subject to availability of funds and no rescissions in FY 02-03		

The Contingency Reserve has a base budget equal to 2% of the State General Fund Appropriation. These funds are available in any given year for unanticipated contingencies, such as the 2001-2001 rescissions. If the base budget is not fully expended in a given year, it rolls forward to the next year and is available for one-time expenditures. For 2002-2003 the \$360,527 not used in 2001-2002 may be required to cover state rescissions. In the event that does not occur, then potential one-time uses that were identified in the budget discussions will be funded.

TUITION OVERVIEW

The Proposed Budget presented to the Board in May included an estimate of tuition based on a projected enrollment decline and 7.7% rate increase as approved by the legislature.

Since then, our enrollment projections have changed to an overall level consistent with 2001-2002 actual (10,340 FTE in 02-03 vs 10,328 FTE in 01-02). The expected mix (non-resident, resident, undergraduate, graduate, etc.) will be different from last year. Notably, freshman enrollments are expected to be 200 less than last year and Challenge enrollments will increase.

The Governor has vetoed the “long bill” footnote allowing higher education to increase tuition by 7.7% and has directed the Colorado Commission on Higher Education (CCHE) to recommend tuition increases for each Governing Board “more in line with inflation”. CCHE has recommended that the University of Northern Colorado implement increases of 6.2% for resident tuition and 7.7% for non-resident tuition.

TUITION REVENUE MODEL

(Fall and Spring tuition rates are estimated to increase by 6.2% for residents and by 7.7% for non-residents)

ON CAMPUS		ACTUAL FY 2001-02			FY 2002-03 PROJECTIONS		(3)x(4)x(5)
		2001-02 \$ Revenue	2001-02 Actual SFTE	(1)/(2) 2001-02 \$ Yield	2002-03 % Rate Increase	2002-03 Projected SFTE	2002-03 Projected Revenue
Summer:							
	101 Res Tuition, Summer Grad	855,510	241.01	3,549.69	104.00%	254.00	937,685
	102 Res Tuition, Summer UnderGrad	1,217,956	403.20	3,020.72	104.00%	461.00	1,448,256
	Subtotal-Res Summer	2,073,466	644.21			715.00	2,385,941
	108 Non-Res Tuition, Spec Summer Wkshp	51,952		51,952.00	105.00%		51,952
	109 Non-Res Tuition, Contra Summer Wk			0.00	105.00%		0
	111 Non-Res Tuition, Summer Grad	467,035	46.28	10,091.51	104.00%	44.00	461,787
	112 Non-Res Tuition, Summer Undergrad	270,539	24.37	11,101.31	104.00%	23.00	265,543
	Subtotal-Non Res, Summer	789,526	70.65			67.00	779,282
	201 WICHE - Summer	98,005	17.43	5,622.78	104.00%	23.00	134,497
	Sub-Total On-Campus Tuition	2,960,997	732.29			805.00	3,299,720
	Reductions for Dedicated Tuition (See attached schedule)	(12,033)					(12,960)
Total Summer Revenue for Spending Authority		2,948,964	732.29			805.00	3,286,760
Fall:							
	131 Res Tuition, Fall Grad	1,118,114	318.98	3,505.28	106.20%	320.00	1,191,234
	132 Res Tuition, Fall UnderGrad	8,842,888	3,915.10	2,258.66	106.20%	3,830.00	9,187,018
	Subtotal-Resident Fall	9,961,002	4,234.08			4,150.00	10,378,252
	141 Non-Res Tuition Fall Grad	1,018,813	73.85	13,795.71	107.70%	70.00	1,040,058
	142 Non-Res Tuition Fall Undergrad	2,535,630	249.97	10,143.74	107.70%	240.00	2,621,953
	Subtotal-Non Res, Fall	3,554,443	323.82			310.00	3,662,011
	211 WICHE - Fall	917,931	277.93	3,302.74	104.70%	275.00	950,942
	Sub-Total On-Campus Tuition	14,433,376	4,835.83			4,735.00	14,991,205
	Reductions for Dedicated Tuition (See attached schedule)	(31,832)					(81,359)
Total Fall Revenue for Spending Authority		14,401,544	4,835.83			4,735.00	14,909,846
Spring:							
	161 Res Tuition, Spring Grad	1,104,562	312.97	3,529.29	106.20%	315.00	1,180,653
	162 Res Tuition, Spring Undergrad	8,189,191	3,651.77	2,242.53	106.20%	3,590.00	8,549,812
	Subtotal-Resident Spring	9,293,753	3,964.74			3,905.00	9,730,465
	171 Non-Res Tuition, Spring Grad	988,073	72.25	13,675.75	107.70%	70.00	1,031,015
	172 Non-Res Tuition, Spring Undergrad	2,320,788	229.30	10,121.19	107.70%	220.00	2,398,114
	Subtotal-Non Res, Spring	3,308,861	301.55			290.00	3,429,129
	221 WICHE - Spring	838,163	255.23	3,283.95	104.70%	255.00	876,766
	Sub-Total On-Campus Tuition	13,440,777	4,521.52			4,450.00	14,036,360
	Reductions for Dedicated Tuition (See attached schedule)	(27,588)					(43,359)
Total Spring Revenue for Spending Authority		13,413,189	4,521.52			4,450.00	13,993,001
TOTAL ON CAMPUS TUITION		30,835,150	10,089.64			9,990.00	32,327,285
Less: Dedicated Revenue		(71,453)					(137,678)
NET ON CAMPUS SPENDING AUTHORITY		30,763,697	10,089.64			9,990.00	32,189,607
OFF CAMPUS							
Off Campus State Funded							
	231 Res Tuition, OCSF Grad Summer	169,779	41.70	4,071.44	104.00%	70.00	296,401
	241 Res Tuition, OCSF Grad Fall	321,959	100.67	3,198.16	106.20%	140.00	475,503
	251 Res Tuition, OCSF Grad Spring	276,526	96.07	2,878.38	106.20%	140.00	427,958
	Total OCSF	768,264	238.44			350.00	1,199,862
TOTAL TUITION - FISCAL YEAR		31,603,414	10,328.08			10,340.00	33,527,147

SCHEDULE OF REDUCTIONS FOR DEDICATED TUITION **TUITION REVENUE MODEL**

Code	Title	2001-02 \$ Revenue	2002-03 Projected Revenue
Summer:			
	Legacy Scholarship		
129	States Scholarship		
128	Faculty Exchange	(12,033)	(12,960)
	Total Summer	(12,033)	(12,960)
Fall:			
	159 Legacy Scholarship (Est)		(5,000)
	141 Intl Student Exchange		(38,000)
	159 States Scholarship	(12,000)	(30,000)
	142 States Scholarship (Rev Neutral 1yr)		13,000
	158 PVA Deans Grad Scholarship		(18,750)
	141 PVA Deans Grad Scholarship (Rev Neutral 1yr)		18,750
	159 Athletic Out of State Scholarship		(12,500)
	142 Athletic Out of State Scholarship (Rev Neutral 1yr)		12,500
	158 Faculty Exchange	(19,832)	(21,359)
	Total Fall	(31,832)	(81,359)
Spring:			
	189 Legacy Scholarship (Est)		(5,000)
	189 States Scholarship (Est)	(9,500)	(30,000)
	172 States Scholarship (Rev Neutral 1yr)		13,000
	188 PVA Deans Grad Scholarship		(18,750)
	171 PVA Deans Grad Scholarship (Rev Neutral 1yr)		18,750
	189 Athletic Out of State Scholarship		(12,500)
	172 Athletic Out of State Scholarship (Rev Neutral 1yr)		12,500
	188 Faculty Exchange (Est)	(18,088)	(21,359)
	Total Spring	(27,588)	(43,359)
	Grand Total	(71,453)	(137,678)

STUDENT ACTIVITY FEES

The accompanying schedule presents the student fee budget proposal recommended by the Student Representative Council (SRC) and UNC's president.

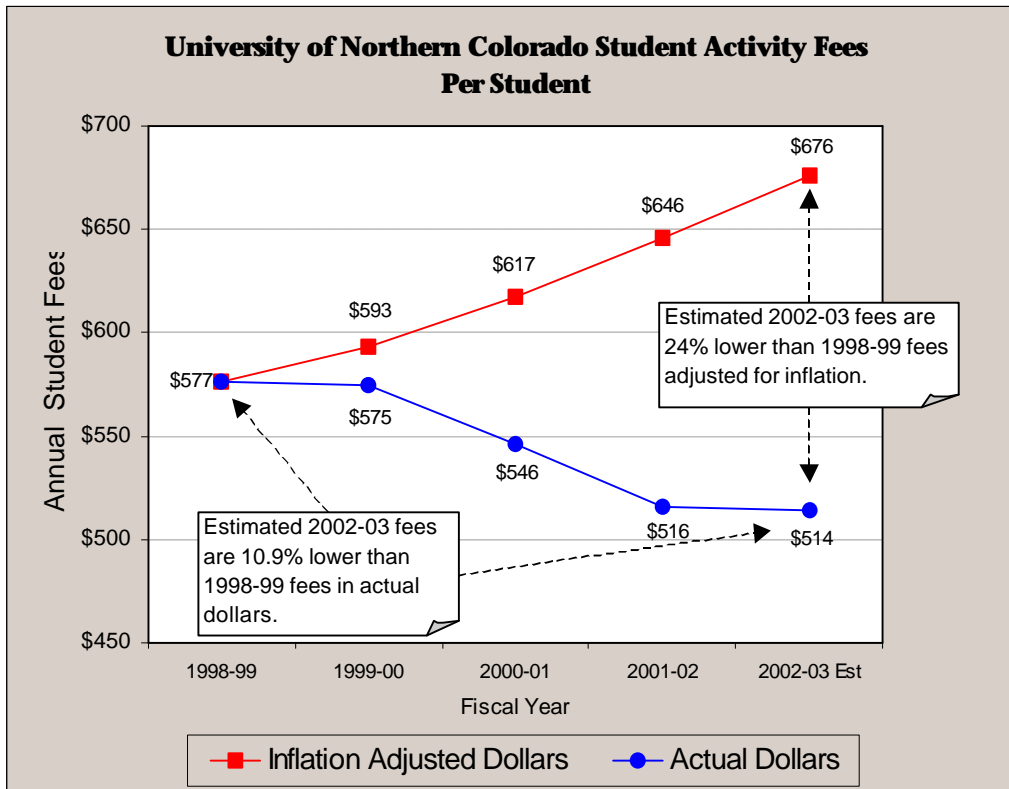
The student fee budget is established through a process governed by the Institutional Plan for Student Fees (amendments to the plan on pages 3-6 thorough 3-9) and the SRC bylaws. The process is conducted primarily by students and is facilitated by an administrative representative.

The key factors relating to the 2002-2003 student fee budget are:

- The students acted to reduce per student fees for the final year in accordance with the Board of Trustees' three-year directive. The original directive required that student fees be cut 15% from the 1999-2000 level. Last year, the Board of Trustees agreed that inflation should be considered in the process and the 2002-2003 reduction in per student fees to \$514.26 satisfies the commitment.
- The SRC requested a 0% increase on student fee budgets. UNC President Brown advised program directors employed by the University that his expectation was no growth in these programs.

HISTORY OF STUDENT FEES

	<u>1998-99</u>	<u>1999-2000</u>	<u>2000-01</u>	<u>2001-02</u>	<u>2002-03 Est.</u>
Student Fee Allocation	\$6,023,644	\$6,107,637	\$5,821,762	\$5,496,167	\$5,506,380
Student Fee/Student	\$576.70	\$574.70	\$545.90	\$515.35	\$514.26



FY 2002-03 SFAP WORKSHEET

DEPT ATTRIBUTE	REQUESTING ORGANIZATION	01-02 UNC TRUSTEES APPROVED	02-03 Final SRC Recommend to BOT	02-03 President's Recommendation to BOT	Comments
01200	Asian Pacific/American Student Services	19,902	19,902	19,902	
01300	Intercollegiate Athletics	820,666	843,744	843,744	
01680	Campus Recreation/Intramurals	675,179	675,179	675,179	
03100	Counseling Center	174,321	174,321	174,321	
05450	GLBT Resource Office	16,886	16,886	16,886	
05700	Student Health Center	916,090	916,090	916,090	
05900	Cesar Chavez Cultural Center	20,518	20,518	20,518	
06600	Center for International Education	28,179	28,179	28,179	
06710	KSRX	8,119	2,500	2,500	
06100	International Film Series	10,000	10,000	10,000	
07300	Marcus Garvey Cultural Center	18,319	17,983	17,983	
07750	Native American Student Services	9,182	18,574	18,574	
09850	Club Sports	31,158	31,158	31,158	
10810	Child Care Center	38,417	0	0	Child Care Center closing May 2002
11500	Student Activities	342,202	342,202	342,202	
11800	Student Media Corporation	0	37,500	37,500	
12400	Graduate Affairs	60,284	60,284	60,284	
12800	University Program Council	173,548	173,548	173,548	
13320	Women's Resource Center	119,510	119,510	119,510	
	COPIRG *	20,000	30,000	30,000	
	Student Representative Council (SRC)	240,000	240,000	240,000	
	University Center	479,965	479,965	479,965	
	Performing and Visual Arts	342,202	317,202	317,202	
	SFAP PROGRAMS SUBTOTAL	4,564,647	4,575,245	4,575,245	
	Campus Recreation Center Bonds	640,230	636,305	636,305	
	Health/Counseling Center Bonds	51,940	51,940	51,940	
	Women's Resource Center Bonds	41,350	44,890	44,890	
	UC Bonds	198,000	198,000	198,000	
	SFAP BOND REQUIREMENTS SUB	931,520	931,135	931,135	
	SFAP GRAND TOTAL	5,496,167	5,506,380	5,506,380	

* In 2001-02 CoPIRG was funded from the Viewwpoint Advancement account in compliance with Section 3-2-108(2)(b) of the University regulations. This account has been determined unnecessary for compliance and funds will be allocated directly.

INSTITUTIONAL PLAN FOR STUDENT FEES EXCERPT

SECTION I. UNIVERSITY BUDGET APPROVAL TIME FRAME

The Board of Trustees receives the proposed operating budgets in May of each year. The operating budgets include the state appropriated, auxiliary services and student activity fee allocation. The proposal contains any recommendations for new, increased, decreased, or eliminated mandatory fees. The budget documents must be prepared by May 1 of each year for presentation to the Board. The final budget is adopted in June. The general time lines for the budget process are as follows:

State Appropriated:

- November – February – Preliminary budget development takes place including:
 - Approval of budget parameters by the Board of Trustees.
 - Distribution of forms and instructions for budget requests.
 - Initial review, prioritization and discussion within divisions.
- March – Budget deliberations begin. Final requests must include any proposed increases in student fees, or new student fees that are not defined as student activity fees. The primary student fees for consideration in the state appropriated budget are academic program fees, course participation fees, which may be proposed to the Board of Trustees at other times consistent with approval policy, technology fees, and administrative fees. The Institutional Plan identifies the process for involving students in the development of the proposals.
- April – Budget discussion concludes. Priorities are set within the resources appropriated by the state legislature.
- May – The proposed state appropriated budget is presented to the Board of Trustees.
- June – The final state appropriated budget is approved by the Board of Trustees.
- July – Notification to students in writing within thirty days of the approval of fees.

Student Fee Allocation Process (SFAP):

- July – The president advises SRC of the maximum increase allowed in per student fees, an estimate of the resulting SFAP budget and the funding necessary for the bonds, the operations of bonded facilities and services for the coming year.
- October – Budget forms; instructions and training are provided to the program directors receiving student fee allocations.

- November – Budget requests are submitted to Student Representative Council (SRC) for consideration.
- January – The president advises SRC of the updated total SFAP budget based on enrollment projections.
- January – February – Budget requests are reviewed by Budget Review Committees and Committee of the Whole.
- March – Student elections and referenda are conducted.
- April – Program budget allocation decisions are made by SRC. SRC recommendations are made to the University administration. The SFAP budgets are considered by the administration with the context of the entire University budget, and proposed recommendations are prepared for presentation to the Board of Trustees.
- May – Proposed student activity fee allocation budgets are presented to the Board of Trustees jointly by the administration and representatives of the SRC.
- June – The final student activity fee allocation budgets are approved by the Board of Trustees.

INSTITUTIONAL PLAN FOR STUDENT FEES EXCERPT

SECTION II. STUDENT ACTIVITY FEES AND REFERENDA

.. Definition of Student Activity Fees:

- Student activity fees are those mandatory fees assessed to all students to support a variety of student services and activities whose services are open to all students including Student Representative Council, health services, student organizations, social-cultural programs and intercollegiate athletics. A portion of the fees assessed is also pledged to repay bonded indebtedness. Mandatory student fees shall not be used to fund ideological, political or religious activities as defined by University Regulation 3-2-108 (2) (a).
- Student activity fees are considered to be permanent student purpose fees. Non-permanent student purpose fees are those fees voted on by the student body that contain an expiration date. Examples of nonpermanent student fees at UNC include the Colorado Student Association fee, bond fees for the University Center, the Campus Recreation Center, Student Health and Counseling Center, and the Women's Resource Center.

.. Process

- The maximum increase in per student fees allowed will be calculated using the inflation rate established by the OSPB and used by the legislature in the prior fiscal year. The total SFAP budget must cover any bond obligations and operations of bonded facilities funded by student fees before allocation to other programs. Any changes for student fee funded programs that rent space or purchase services must be accompanied by a description of the changes in space rented or service purchased.
- The Student Fee Allocation Process (SFAP) is briefly described in this document in compliance with the CCHE policy, which requires an Institutional Plan on Student Fees. Specific procedures relating to the student activity fee approval process are found in Chapter II of the UNC Student Representative Council's (SRC) Bylaws. Specific procedures related to student referenda are found in Chapters II and III of the Bylaws.
- The Student Representative Council (SRC) determines the process of the student activity fee allocations and presents its final recommendation to the UNC President. Students are involved in the fee allocation process in a variety of ways. Students are appointed to seven Budget Review Committees that work directly with program directors to determine the budget requests. Students are also members of the Committee of the Whole, which determines the budget requests that are submitted to SRC.

- Through student referenda the entire student body of UNC has the opportunity to voice their opinion about student activity fee rates. Per SRC bylaws, student activity fees at UNC have a mandated percentage cap set each year. The bylaws set forth that in order to exceed the SRC limit, the issue must be put forth in a student referenda. The student referenda are determined by the Student Representative Council or petition of 1000 student signatures. The outcome of the student referenda, with SRC's approval determines the recommendation for the initial rate of student fees. The student fee allocations are then presented to the UNC President with final recommendations forwarded to the University Board of Trustees.
- Should any dispute arise about student activity fee funded programs during SFAP, a grievance procedure is in place, which includes input from students, faculty, classified and exempt representatives and administrators. This procedure is established by the Student Representative Council and is implemented throughout the allocation process.
- According to state law, in order for student fees to be used for construction of facilities, including academic facilities, there must be a student referenda and student involvement in the entire project. Use of tuition or fees for academic buildings is not permitted until all other financing options have been explored, and any referendum relating to the use of fees for academic building is initiated by the Student Representative Council. On February 11, 2000, the UNC Board of Trustees adopted the position that mandatory student fees shall not be used for capital construction.
- Student referenda regarding student fees can be initiated by any student. SRC's duties are to objectively inform the student body of referenda issues and do so in public forum. Restriction on SRC campaigns are available in the bylaws of SRC and are in compliance with Colorado Revised Statutes. No new fee, fee increase, or fee extension that is defeated by a vote of the student body may be resubmitted for a student vote until the following, regularly scheduled election.

TUITION AND FEE RATES

FY 2002-03

	Recommended 2002-03	Actual 2001-02	Increase (Dollars)	Increase (Percent)
<u>TUITION</u>				
<u>Resident Tuition:</u>				
Undergraduate	\$2,290	\$2,155	\$135	6.2%
Graduate	\$2,708	\$2,549	\$159	6.2%
<u>Non-Resident Tuition:</u>				
Undergraduate	\$10,584	\$9,825	\$759	7.7%
Graduate	\$11,268	\$10,459	\$809	7.7%
<u>MANDATORY STUDENT FEES</u>				
<u>Student Activity Fees (Academic Year 18 Credit Hours)</u>	\$514.26	\$515.35	(\$1.09)	-0.2%
<u>Student Technology Fee (Academic Year 30 Credit Hours)</u>	\$147.00	\$140.40	\$6.60	4.7%
<u>OTHER FEES</u>				
<u>Academic Program Fees (Academic Year 18 Credit Hours)</u>	\$32.58	\$31.14	\$1.44	4.7%
<u>Student Health Insurance Premium Plan</u>	\$1,008	\$750	\$258.00	34.4%
<u>Auxiliary Services Room & Board Fee (base)</u>	\$5,560	\$5,240	\$320	6.1%
<u>Parking Fees</u>				
Student	\$105	\$85	\$20	23.5%
Student K-Lot (Premium lot limited spaces)	\$135	\$115	\$20	17.4%
<u>International Exchange Program Fee</u>	\$150	\$150	\$0	0.0%
<u>Admission Fee</u>				
Standard Undergraduate	\$30	\$30	\$0	0.0%
First App (Jr. in High School submitting application)	\$20	\$20	\$0	0.0%
UNC Bound (Junior College Transfer)	\$15	\$15	\$0	0.0%
Graduate (U.S.)	\$35	\$35	\$0	0.0%
International (Graduate and Undergraduate)	\$50	\$50	\$0	0.0%
<u>Graduation Fee</u>	\$20	\$20	\$0	0.0%

Participation Fees *

*Participation Fees are assessed to students in classes that require specialized facilities or field trips sufficient to cover the costs of the activities, e.g. ski lifts, bowling lanes, etc.

AUXILIARY SERVICES BUDGET SUMMARY

The proposal for the Auxiliary Services operating budget for the 2002-2003 fiscal year was developed on the premise of meeting the obligation for debt service and deferred maintenance while maintaining acceptable levels of service and price competitiveness. The following key elements comprise the proposed budget:

REVENUE

1. Room and board rates were set based upon the amount of revenues needed to support the proposed expenditures. The overall rate for the traditional freshman room with a full meal plan is proposed at \$5,560 for the academic year representing a 6 percent increase.
2. Factors contributing to a rate increases above the consumer price index of 4.7% include:
 - A freeze on student fee budgets
 - Funding of deferred maintenance needs
 - Maintaining price comparability with other institutions.
3. The proposed rate schedule for 2002-2003 is:

Traditional Double Room	\$2,600	6.1 percent increase
Renovated Double/Suite Style	\$2,860	6.3 percent increase
Large Suite/Apartment	\$3,120	6.5 percent increase
Full Meal Plan	\$2,960	6.0 percent increase

Comparative estimated proposed "Base" rates for Colorado institutions are as follows:

CU	\$6,250	(12.41% Higher than UNC)
CSU	\$5,796	(4.24% Higher than UNC)
UNC	\$5,560	

4. A summary of significant adjustments to the revenue lines in the budget from 2001-02 to 2002-03 include:
 - The delivery of bookstore services was changed from self operated to contract management with Barnes and Noble College Bookstores, Inc.

EXPENSES

1. This budget reflects the fully staffed operation of Auxiliary Services. The level of expenditures requested are necessary to deliver Dining, Housing and Other services to the University community at a level adequate to maintain a positive atmosphere for recruitment and retention of students.

2. Net revenues (revenue over expenses) are dedicated in the bond covenants for debt service. The debt service requirement is approximately \$2.97 million.
3. Net revenues after debt service payments are dedicated to Auxiliary Services deferred maintenance and facility improvement. The amount budgeted for the 2002-2003 year is approximately \$1.38 million. This amount was determined based on a depreciation model using current book value and a 30 year life. The resulting depreciation was assessed to program areas based on a per square foot capital use charge.
4. A summary of significant adjustments to the expense lines in the budget from 2001-02 to 2002-03 include:
 - Elimination of the Bookstore expenses from the schedules
 - Projected increases in OCE.
 - Increases in maintenance, custodial and grounds services provided by Facility and Operations.

FUND BALANCES

1. Auxiliary Services maintains a fund balance in the operating fund to cover inventory and working capital. This fund balance fluctuates with activity but is typically about \$3.5 million.
2. Unexpended plant fund balance is currently estimated to be \$4.48 million and is reserved as follows:
 - \$750,000 to meet bond requirements
 - \$1.2 million for committed projects not yet complete
 - \$1.38 million for Capital Improvements Scheduled in FY 2003
 - \$1.15 million for contingencies

AUXILIARY SERVICES PLANNING PARAMETERS FISCAL YEAR 2002-2003

For the purpose of initiating the Auxiliary Services budget process for Fiscal Year 2002-2003, the following budget parameters are recommended as guidelines for establishing the revenue and expense budget for Auxiliary Services. The budget planning parameters include the following:

- 1. *Occupancy Levels:*** Occupancy levels are projected to be 96 percent.
- 2. *Employee Salary Increases:*** Classified salary increases are set by the State Classified Salary Survey. The statewide average salary survey increase is 5 percent. In addition to the salary survey increase, merit increases may be awarded under the State's Pay for Performance Plan. Recommendations for administrative staff and faculty salary increases will be determined later based on available resources.
- 3. *Fringe Benefit Rate:*** Fringe benefit rates for UNC are approved annually by the Department of Health and Human Services. Negotiations and approval have not concluded for the 2002-2003 budget year. For planning purposes, the rate of 20.2 percent for full-time employees and 10.9 percent for part-time employees will be used.
- 4. *Administrative Overhead:*** Administrative overhead is based on a calculation derived from the indirect cost proposal submitted to the Department of Health and Human Services. For planning purposes, the rate of 10 percent applied to personnel costs will be used.
- 5. *Cost of Sales:*** Cost of sales budgets will be adjusted upwards as needed for increased volume and the Denver/Boulder CPI which has been projected by the Office of State Planning and Budget at 4 ½ percent.
- 6. *Current Operating Expense:*** Current operating expense budgets will be adjusted as needed for increases to utilities, insurance, facilities operations contracts, and postage. Other current operating expense will be held constant.
- 7. *Capital Projects Funding:*** The annual funding for deferred maintenance will be maintained at a level consistent with the calculated capital use charge for the auxiliary physical plant.
- 8. *Room and Board Rate:*** Increases to the combined room and board rate for rooms requiring a meal plan will be recommended at a level necessary to fully fund debt service, operations, and deferred maintenance while remaining competitive.

Source: Auxiliary Services
Approved by the Board of Trustees
February 8, 2002

AUXILIARY SERVICES
BUDGET REQUEST SUMMARY - FY 2002-03
SUMMARY OF AUXILIARY FACILITIES FUND

	(1)				
	2000-2001 Actual	2001-2002 Approved Budget	2002-2003 Operating Changes		2002-2003 Requested Budget
Revenue, Expense, Transfers:					
Revenue					
Revenue	25,367,166	26,349,159	(4,165,083)	-15.81%	22,184,076
Less: Cost of Sales	5,781,820	6,237,078	(3,727,675)	-59.77%	2,509,403
Adjusted Gross Revenue	19,585,346	20,112,081	(437,408)	-2.17%	19,674,673
Expense					
Total Prof. Services	851,858	925,800	81,230	8.77%	1,007,030
Total Support Services	5,660,995	6,558,996	(651,247)	-9.93%	5,907,749
Total Personnel	6,512,853	7,484,796	(570,017)	-7.62%	6,914,779
Total OCE and Travel	6,745,068	8,315,327	(69,772)	-0.84%	8,245,555
Total Capital Outlay	63,106	97,724	0	0.00%	97,724
Total Expense	13,321,027	15,897,847	(639,789)	-4.02%	15,258,058
Adjusted Gross Revenue Over/(Under) Expense	6,264,319	4,214,234	202,381	4.80%	4,416,615
Mandatory Transfers					
* Debt Service	2,838,831	2,839,078	135,537	4.77%	2,974,615
Non-Mandatory Transfers					
** Facility Use Charge	1,326,230	1,375,156	66,844	4.86%	1,442,000
Total Transfers	4,165,061	4,214,234	202,381	4.80%	4,416,615
Balance	2,099,258	0	0		0

* Based on Pledged Net Revenue. ** Based on square feet occupied (1) Reflects the changes attributable to the closing of the bookstore

FTE Section				
Professional Staff				
Prof Exempt	13.78	14.31	2.69	17.00
Support Staff				
Classified (1)	130.68	125.15	(15.50)	109.65
Total FTE	144.46	139.46	(12.81)	126.65

AUXILIARY SERVICES
BUDGET REQUEST SUMMARY - FY 2002-03
SUMMARY OF AUXILIARY FACILITIES FUND
SOURCE AND APPLICATION OF FUNDS

Title	2000-2001 Actual	2001-2002 Approved Budget	2002-20003 Operating Changes		2002-2003 Requested Budget
Revenue Sources					
Housing and Food Contracts	15,008,670	16,106,197	966,417	6.00%	17,072,614
Bookstore Sales	5,179,941	5,411,235	(4,886,235)	-90.30%	525,000
Student Fees	677,964	677,964	0	0.00%	677,964
Other Aux. Sales and Services	4,500,591	4,153,763	(245,265)	-5.90%	3,908,498
Total Revenue	25,367,166	26,349,159	(4,165,083)	-15.81%	22,184,076
Expenditure Classifications					
Cost of Sales	5,781,820	6,237,078	(3,727,675)	-59.77%	2,509,403
Personal Services	6,512,853	7,484,796	(570,017)	-7.62%	6,914,779
Other Current Expense	4,682,633	6,057,708	(69,772)	-1.15%	5,987,936
Utilities	2,062,435	2,257,619	0	0.00%	2,257,619
Capital Outlay, Operations	63,106	97,724	0	0.00%	97,724
Transfer to Debt Service	2,838,831	2,839,078	135,537	4.77%	2,974,615
Available for Deferred Maintenance	3,425,488	1,375,156	66,844	4.86%	1,442,000
Total Expense and Transfers	25,367,166	26,349,159	(4,165,083)	-15.81%	22,184,076

(1) Reflects the changes attributable to the closing of the bookstore

AUXILIARY SERVICES
CAPITAL IMPROVEMENT PLANNING SCHEDULE
FY 2003-2007

FY 2003

<u>Description</u>	<u>Budget</u>
Central Campus Landscape - Phase 1	300,000
Hazardous Material Abatement	50,000
Lawrenson Elevator Replacement Phase 2	200,000
Residence Hall Building Security	25,000
Residence Hall Main Lobby Improvements	25,000
Technology: Server Replacement	50,000
UC ADA Improvements Phase 2	145,000
UC Main Level Improvements	150,000
UC Main Level FFE Replacement	75,000
UA Playground Improvements	85,000
West Campus Res Hall Fire Safety Design	50,000
West Campus Residence Hall FFE	<u>225,000</u>
Total	<u><u>1,380,000</u></u>

FY 2004

<u>Description</u>	<u>Budget</u>
Central Campus Landscape - Phase II	350,000
Catering Delivery Truck Replacement	75,000
Harrison Hall Fire Safety Sprinkler System	440,000
Lawrenson Efficiency Kitchen Replacement	125,000
OMM Site Improvements	150,000
Technology: Print Server & Switch Equip	50,000
Turner Hall ADA Improvements	125,000
UC ADA Improvements Phase 3	195,000
UC Lower Level Improvements	150,000
West Campus Residence Hall FFE	<u>225,000</u>
Total	<u><u>1,460,000</u></u>

FY 2005

<u>Description</u>	<u>Budget</u>
Central Campus Roof Replacement	75,000
Lawrenson Hall ADA Improvements	150,000
Lawrenson Hall Drapery Replacement	75,000
Lawrenson Hall Fire Safety Sprinkler System	475,000
Technology: Server Replacement	50,000
University Apartment ADA Improvements	125,000
University Apartment Exterior Improvements	150,000
UC Exterior Structural Phase 1	150,000
UC Kitchen Refrigeration Replacement	125,000
West Campus Residence Hall FFE	<u>250,000</u>
Total	<u><u>1,625,000</u></u>

FY 2006

<u>Description</u>	<u>Budget</u>
Central Campus Roof Replacement	75,000
Residence Hall ADA Improvements	125,000
Technology: Client Workstation OS	50,000
Turner Hall Fire Safety Sprinkler System	550,000
Turner Hall Interior Renovation Phase 1	450,000
UC Exterior Structural Phase 2	150,000
West Campus FFE Replacement	<u>250,000</u>
Total	<u><u>1,650,000</u></u>

FY 2007

<u>Description</u>	<u>Budget</u>
Technology: CBORD Server Replacement	50,000
Turner Hall Fire Safety Sprinkler System	550,000
Turner Hall Interior Renovation Phase 2	475,000
UC Food Court Remodel Phase 1	250,000
West Campus FFE Replacement	<u>250,000</u>
Total	<u><u>1,575,000</u></u>

PARKING SERVICES
BUDGET REQUEST SUMMARY - FY 2002-03
SUMMARY OF PARKING SERVICES FUND
SOURCE AND APPLICATION OF FUNDS

Title	2000-2001 Actual	2001-2002 Approved Budget	2002-2003 Operating Changes		2002-2003 Requested Budget
Revenue Sources					
Decal Revenue	606,898	635,000	234,860	36.99%	869,860
Parking Meter & Daily Decal Revenue	58,660	80,000	18,340	22.93%	98,340
Fines	370,362	280,000	120,000	42.86%	400,000
Other	21,360	12,952	24,764	191.20%	37,716
Total Revenue	1,057,280	1,007,952	397,964	39.48%	1,405,916
Expenditure Classifications					
Personal Services	312,279	311,403	20,472	6.57%	331,875
Other Current Expense & Travel	441,256	540,819	128,907	23.84%	669,726
Capital Outlay, Operations	802,633	15,000	0	0.00%	15,000
Transfer to Debt Service	0	0	358,456		358,456
Contribution to (Use of) Fund Balance	(498,888)	140,735	(109,876)	-78.07%	30,859
Total Expense and Transfers	1,057,280	1,007,957	397,959	39.48%	1,405,916

PARKING SERVICES
BUDGET REQUEST SUMMARY - FY 2002-03
SUMMARY OF PARKING SERVICES FUND

Description	FY 2001-02	FY 2002-2003
	Price	Price
Faculty/Staff Annual	105	125
Faculty/Staff Semester	68	80
Faculty/Staff-K Annual	125	145
Graduate Assistant Annual	105	125
Student Annual	85	105
Student Semester	55	75
Student-K Annual	115	135
Student-K Semester	75	95
Cycle	50	65
Disabled	85	105
Service Permits	100	125

Comparison of Parking Rates
Prior Year Data

Institution	FY 2001-2002	
	Student Permit	Faculty Staff
CU	420	420
DU	250	250
Metro	234	276
CSU	75	80
UNC	85	105

**CAPITAL NON-RECURRING ITEMS FUNDED
BY CO-GENERATION SAVINGS
FOR FISCAL YEAR 2002-03**

Description		Allocation	Balance
Estimated Available for Allocation from 01-02 Co-Gen Savings			\$ 800,000
Academic Affairs Requests			
	MCB Remodel Kepner 1035 for Kenneth W. Monfort Library	42,500	
	Journalism & Mass Comm Television Production Equipment	125,041	
	PVA Equipment and Instrument Purchases	60,000	
	COE Research Consulting Lab Renovation	58,830	
	MCB Classroom Renovation	40,000	
	Library Student Study Furnishings	75,000	
	COE Wireless Installation	16,000	
	COE ICET Lab Expansion	47,575	
	MCB Milne Auditorium Drapery Replacement	30,000	
	MCB Server Room ventilation/cooling	7,500	
	COE Archive/Meeting Room	8,000	
	COE Renovate Former McKee Copy Center	7,000	
	Total Academic Affairs Requests		\$ 517,446
Other Requests			
	Butler-Hancock Weight Room	33,600	
	Butler-Hancock Men's Basketball Room Remodel	30,200	
	Project overrun contingency	14,084	
	Joyner House Final Payment	84,670	
	Total Other Requests		\$ 162,554
Deferred Maintenance			
	Re-roof Kepner Hall	120,000	
	Total Deferred Maintenance Requests		\$ 120,000
	Grand Total Allocated Funds		\$ 800,000

* Guggenheim and Arts Annex construction shortfalls of \$100,000 will be funded with Co-Generation savings set aside in fiscal year 2001-2002 for Ross Hall / Arts Annex. See Recommended Operating Budget June 8, 2001

University of Northern Colorado 2002-2003 All Sources of Operating Funds Expenditure Budget Summary - All Exec Area Summary

AS OF	26-Jun-02	Actual Expenditures 00-01	Roll Forward Or Fund Balance From 00-01	Orig Base Expense Budgets FY01-02	Total Current Year Exp Budget Includes 1X 26-Jun-02	Proposed Base Transfers (Completed 1X in 01-02)	Requested Base Transfers (To Be Completed for 02-03)	Resource Strategies	New Requests	Requested Base Expenditure Budget 02- 03
STATE APPROPRIATED		\$68,942,773	\$5,911,925	\$72,739,743	\$77,999,863	\$1,097	(\$18,877)	(\$1,510,574)	\$4,788,330	\$75,899,719
STATE APPROPRIATED DESIGNATED		\$2,342,270	\$669,313	\$2,160,784	\$3,481,902	(\$1,097)	\$18,877	\$0	\$99,232	\$2,277,796
DIRECTED REVENUE		\$3,497,934	\$600,026	\$4,038,641	\$6,106,296	\$0	\$6,224	(\$1,107,598)	\$1,739,218	\$4,676,485
STUDENT ACTIVITIES		\$4,483,235	\$1,265,393	\$4,168,573	\$5,355,076	(\$71,902)	\$138,461	(\$426,302)	\$282,210	\$4,091,040
CONTINUING EDUCATION		\$2,192,005	\$1,335,784	\$2,171,624	\$3,507,108	\$0	\$26,034	(\$1,145,816)	\$1,343,599	\$2,395,441
UNIVERSITY SERVICES		\$4,709,782	\$1,604,045	\$4,985,494	\$6,712,107	\$75,753	\$355,243	(\$423,136)	\$501,607	\$5,494,961
INTERNAL SERVICES		\$6,566,463	\$325,994	\$7,766,193	\$8,090,450	\$0	(\$1,190,418)	(\$78,959)	\$68,276	\$6,565,092
PARKING SERVICES		\$1,556,168	\$0	\$967,222	\$967,222	\$0	\$0	(\$22,126)	\$171,505	\$1,016,601
AUXILIARY SERVICES		\$19,935,158	\$0	\$22,134,925	\$22,138,921	\$3,996	\$0	(\$5,824,552)	\$1,452,921	\$17,767,290
Grand Total		\$114,225,788	\$11,712,480	\$121,033,199	\$134,258,945	\$7,847	(\$664,456)	(\$10,639,063)	\$10,446,898	\$120,184,425

* INTERNAL SERVICES - Contains interdepartmental University sales and service accounts for the accumulation of the cost of jobs or projects in advance of their charge against the ultimate source of funding. Through the mechanics of the Accounting System, Expenditures within the Internal Services Fund are reported both within the internal services fund source and within the ultimate consumer of the services. This causes a double counting effect within this report. This report includes the "double counted" internal services amounts to reflect the activity in that area. The Grand total amounts in this report would have to be reduced by the amounts in the Internal Services line to be accurate.

* STUDENT ACTIVITIES - The total Student Activities Budget is \$5,506,380 for 2002-03 vs. \$5,496,167 for 2001-02. The amount reflected here excludes allocations to Auxiliary Services (\$479,965) and the non-operating fund items of Debt Service (931,135). The adjustments listed are a combination of realignments between areas SFAP accounts and "Cash" accounts. These adjustments are preliminary and will be finalized after the SFAP process is completed.

* AUXILIARY SERVICES - The total Auxiliary Services Budget Totals \$22,184,076. The amount reflected here excludes the non-operating fund items of Debt Service (\$2,974,615) and Facility Use Charges (\$1,442,000).

* PARKING SERVICES - Parking fees have been increased \$20 per permit. The estimated \$389,315 net revenue generated by parking operations will be used for debt service and parking improvements.

* RECONCILIATION - TOTAL UNIVERSITY BUDGET - The total operating budget of the university is \$118,967,083. The \$120,184,425 on this schedule is adjusted by removing \$6,565,092 of Internal Services activity, adding \$2,974,615 Auxiliary Service debt service, adding \$1,442,000 Auxiliary Service facility use charge and adding \$931,135 Student Activity debt service.

University of Northern Colorado 2002-2003 All Sources of Operating Funds Expenditure Budget Summary -

AS OF	26-Jun-02	Actual Expenditures 00-01	Roll Forward Or Fund Balance From 00-01	Orig Base Expense Budgets FY01-02	Total Current Year Exp Budget Includes 1X 26-Jun-02	Proposed Base Transfers (Completed 1X in 01-02)	Requested Base Transfers (To Be Completed for 02-03)	Resource Strategies	New Requests	Requested Base Expenditure Budget 02-03
Provost										
STATE APPROPRIATED		\$52,577,490	\$2,067,221	\$54,468,856	\$56,406,667	(\$4,283)	(\$4,663)	(\$600,180)	\$3,115,067	\$56,928,797
STATE APPROPRIATED DESIGNATED		\$2,019,549	\$404,614	\$1,694,468	\$2,846,429	(\$1,097)	(\$9)	\$0	\$99,232	\$1,792,594
DIRECTED REVENUE		\$1,683,532	\$570,936	\$2,245,865	\$2,864,137	\$0	\$0	(\$1,075,765)	\$1,646,285	\$2,816,385
STUDENT ACTIVITIES		\$734,083	\$28,718	\$547,003	\$571,481	(\$4,240)	\$4,240	(\$38,417)	\$0	\$508,586
CONTINUING EDUCATION		\$2,189,507	\$1,335,764	\$2,171,624	\$3,507,108	\$0	\$25,034	(\$1,145,816)	\$1,343,599	\$2,395,441
UNIVERSITY SERVICES		\$2,611,411	\$1,239,510	\$2,737,667	\$4,024,550	\$558	(\$25,883)	(\$257,106)	\$88,855	\$2,544,091
INTERNAL SERVICES		\$9,348	\$32,396	\$17,000	\$49,396	\$0	\$0	(\$5,000)	\$0	\$12,000
Provost		\$61,824,920	\$5,679,179	\$63,880,483	\$70,269,768	(\$53,062)	(\$281)	(\$3,122,284)	\$6,293,038	\$66,997,894

**University of Northern Colorado 2002-2003 All Sources of Operating Funds Expenditure
Budget Summary -**

<u>AS OF</u>	<u>26-Jun-02</u>	Actual Expenditures 00-01	Roll Forward Or Fund Balance From 00-01	Orig Base Expense Budgets FY01-02	Total Current Year Exp Budget Includes 1X 26-Jun-02	Proposed Base Transfers (Completed 1X in 01-02)	Requested Base Transfers (To Be Completed for 02-03)	Resource Strategies	New Requests	Requested Base Expenditure Budget 02- 03
Board of Trustees										
STATE APPROPRIATED		\$220,341	\$35,889	\$161,950	\$197,839	\$0	\$0	(\$1,025)	\$2,265	\$163,190
Board of Trustees		\$220,341	\$35,889	\$161,950	\$197,839	\$0	\$0	(\$1,025)	\$2,265	\$163,190

University of Northern Colorado 2002-2003 All Sources of Operating Funds Expenditure Budget Summary -

AS OF	26-Jun-02	Actual Expenditures 00-01	Roll Forward Or Fund Balance From 00-01	Orig Base Expense Budgets FY01-02	Total Current Year Exp Budget Includes 1X	Proposed Base Transfers (Completed 1X in 01-02)	Requested Base Transfers (To Be Completed for 02-03)	Resource Strategies	New Requests	Requested Base Expenditure Budget 02-03
President's Area										
STATE APPROPRIATED		\$2,493,078	\$133,027	\$2,554,693	\$2,883,967	(\$12,391)	\$37,978	(\$102,091)	\$135,095	\$2,613,284
STATE APPROPRIATED DESIGNATED		\$0	\$0	\$41,114	\$49,625	\$0	(\$41,114)	\$0	\$0	\$0
DIRECTED REVENUE		\$0	\$0	\$0	\$1,117,629	\$0	\$0	\$0	\$0	\$0
STUDENT ACTIVITIES		\$866,007	\$183,413	\$820,666	\$1,004,079	\$0	\$0	\$0	\$33,718	\$854,384
UNIVERSITY SERVICES		\$471,568	\$83,796	\$176,500	\$260,296	\$0	\$0	\$0	\$0	\$176,500
INTERNAL SERVICES		\$694	\$21,664	\$0	\$21,664	\$0	\$0	\$0	\$0	\$0
President's Area		\$3,831,347	\$421,900	\$3,592,973	\$5,337,260	(\$12,391)	(\$3,136)	(\$102,091)	\$168,813	\$3,644,168

University of Northern Colorado 2002-2003 All Sources of Operating Funds Expenditure Budget Summary -

AS OF	26-Jun-02	Actual Expenditures 00-01	Roll Forward Or Fund Balance From 00-01	Orig Base Expense Budgets FY01-02	Total Current Year Exp Budget Includes 1X	Proposed Base Transfers (Completed 1X in 01-02)	Requested Base Transfers (To Be Completed for 02-03)	Resource Strategies	New Requests	Requested Base Expenditure Budget 02-03
VP of Finance and Administration										
STATE APPROPRIATED		\$10,713,522	\$2,067,372	\$10,453,489	26-Jun-02	\$2,101	(\$17,623)	(\$516,589)	\$613,147	\$10,534,525
STATE APPROPRIATED DESIGNATED		\$165,888	\$219,112	\$200,000	\$314,579	\$0	\$0	\$0	\$0	\$200,000
DIRECTED REVENUE		\$458,963	\$24,893	\$486,776	\$514,333	\$0	\$6,224	(\$23,492)	\$23,492	\$493,000
STUDENT ACTIVITIES		\$3,015,574	\$1,053,258	\$2,800,904	\$3,779,516	(\$67,662)	\$134,221	(\$387,885)	\$248,492	\$2,728,070
UNIVERSITY SERVICES		\$1,612,854	\$279,534	\$2,046,327	\$2,401,056	\$75,195	\$381,126	(\$141,030)	\$412,752	\$2,774,370
INTERNAL SERVICES		\$7,788,010	\$271,934	\$7,399,193	\$7,669,390	\$0	(\$1,100,418)	(\$73,959)	\$68,276	\$6,203,092
PARKING SERVICES		\$1,556,168	\$0	\$867,222	\$867,222	\$0	\$0	(\$22,126)	\$171,505	\$1,016,601
AUXILIARY SERVICES		\$19,935,158	\$0	\$22,134,925	\$22,138,921	\$3,996	\$0	(\$5,824,552)	\$1,452,921	\$17,767,290
VP of Finance and Administration		\$45,246,137	\$3,916,103	\$46,388,836	\$50,107,984	\$13,630	(\$686,470)	(\$6,989,633)	\$2,990,585	\$41,716,948

University of Northern Colorado 2002-2003 All Sources of Operating Funds Expenditure Budget Summary -

AS OF	26-Jun-02	Actual Expenditures 00-01	Roll Forward Or Fund Balance From 00-01	Orig Base Expense Budgets FY01-02	Total Current Year Exp Budget Includes 1X	Proposed Base Transfers (Completed 1X in 01-02)	Requested Base Transfers (To Be Completed for 02-03)	Resource Strategies	New Requests	Requested Base Expenditure Budget 02-03
VP General Counsel										
STATE APPROPRIATED		\$1,444,638	\$236,345	\$1,559,341	\$1,795,686	\$0	\$0	(\$170,424)	\$47,532	\$1,436,449
STATE APPROPRIATED DESIGNATED		\$42,645	\$45,587	\$37,752	\$83,339	\$0	\$0	\$0	\$0	\$37,752
DIRECTED REVENUE		\$0	\$0	\$0	\$300,000	\$0	\$0	\$0	\$0	\$0
STUDENT ACTIVITIES		\$0	\$4	\$0	\$0	\$0	\$0	\$0	\$0	\$0
UNIVERSITY SERVICES		\$12,262	\$943	\$25,000	\$25,943	\$0	\$0	(\$25,000)	\$0	\$0
INTERNAL SERVICES		\$350,560	\$0	\$350,000	\$350,000	\$0	\$0	\$0	\$0	\$350,000
VP General Counsel		\$1,850,105	\$282,879	\$1,972,093	\$2,554,968	\$0	\$0	(\$195,424)	\$47,532	\$1,824,201

**University of Northern Colorado 2002-2003 All Sources of Operating Funds Expenditure
Budget Summary -**

AS OF	26-Jun-02	Actual Expenditures 00-01	Roll Forward Or Fund Balance From 00-01	Orig Base Expense Budgets FY01-02	Total Current Year Exp Budget Includes 1X 26-Jun-02	Proposed Base Transfers (Completed 1X in 01-02)	Requested Base Transfers (To Be Completed for 02-03)	Resource Strategies	New Requests	Requested Base Expenditure Budget 02- 03
Student Tech Fee										
DIRECTED REVENUE		\$1,443,504	\$0	\$1,300,000	\$1,300,000	\$0	\$0	(\$9,341)	\$69,441	\$1,361,100
Student Tech Fee		\$1,443,504	\$0	\$1,300,000	\$1,300,000	\$0	\$0	(\$9,341)	\$69,441	\$1,361,100

University of Northern Colorado 2002-2003 All Sources of Operating Funds Expenditure Budget Summary -

AS OF	26-Jun-02	Actual Expenditures 00-01	Roll Forward Or Fund Balance From 00-01	Orig Base Expense Budgets FY01-02	Total Current Year Exp Budget Includes 1X 26-Jun-02	Proposed Base Transfers (Completed 1X in 01-02)	Requested Base Transfers (To Be Completed for 02-03)	Resource Strategies	New Requests	Requested Base Expenditure Budget 02-03
Other										
STATE APPROPRIATED		\$1,493,704	\$1,372,071	\$3,543,414	\$4,292,737	\$59,670	(\$34,569)	(\$220,265)	\$875,224	\$4,223,474
STATE APPROPRIATED DESIGNATED		\$114,188	\$0	\$187,450	\$187,930	\$0	\$60,000	\$0	\$0	\$247,450
DIRECTED REVENUE		(\$88,065)	\$4,197	\$6,000	\$10,197	\$0	\$0	\$0	\$0	\$6,000
STUDENT ACTIVITIES		(\$132,429)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CONTINUING EDUCATION		\$2,498	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
UNIVERSITY SERVICES		\$1,887	\$262	\$0	\$262	\$0	\$0	\$0	\$0	\$0
INTERNAL SERVICES		(\$1,582,149)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other		(\$190,566)	\$1,376,530	\$3,736,864	\$4,491,126	\$59,670	\$25,431	(\$220,265)	\$875,224	\$4,476,924

DEBT SERVICE REQUIREMENTS

The University has bonded indebtedness totaling \$64,645,000 as of 3/31/2002. The revenues of Auxiliary Services, Parking Services as well as a portion of Student Fees are pledged for the repayment of this debt. The annual debt service is approximately \$4.2 million through 6/1/2031. The areas responsible for the debt service have combined annual gross revenues of approximately \$27.2 million and current expenses of approximately \$21.6 million. This leaves approximately \$1.4 million available for capital maintenance on these facilities in 2002-2003.

The areas responsible for the debt services are Auxiliary Services, Parking Services, Student Recreation Center, Women's Resource Center and the Health/Counseling Center. The most recent issuance of debt has been for parking facilities and a new West campus-dining hall. The accompanying schedule shows the annual debt service by issues for each area that is responsible for annual payments.

University of Northern Colorado Recommended Operating Budget 2002-2003

5-11