

**ANCILLARY ACTIVITIES OPERATING BUDGETS FOR THE
FISCAL YEAR ENDING JUNE 30 2014**

A Recommendation

1. **Division and Department:** Academic Affairs, Finance and Administration, and Student Affairs and Enrollment Management Divisions

2. **Introduction:** Proposed budgets for the following seven ancillary activities are presented for approval for the fiscal year ending June 30, 2014:

Campus Recreation	Meadow Brook Theatre
Graham Health Center	Oakland Center
Lowry Center for Early Childhood Education	University Housing
Meadow Brook Music Festival	

The ancillary activities presented here represent a broad range of operations connected with and in support of the educational mission of Oakland University. Each ancillary budget is presented in a similar format, using common terminology and revenue, expense and transfer categories. The “all funds” budget model has been used to construct the presentation of these budgets. The all funds model is intended to provide a comprehensive picture of the financial activities of each unit. This format depicts operating and capital transactions in the General Fund, Auxiliary Fund, Designated Fund, Expendable Restricted Fund, and Plant Fund. Gifts are included, but the fund balances in permanent endowments are not included as there is no discretion with regard to their use. Distributions from these endowments are income in the Expendable Restricted Funds and are included.

3. **Previous Board Action:** The Board of Trustees (Board) approved the FY2013 ancillary budgets on August 6, 2012.
4. **Budget Implications:** See individual ancillary program descriptions for budget implications.
5. **Educational Implications:** See individual ancillary program descriptions for educational implications.
6. **Personnel Implications:** See individual ancillary program descriptions for personnel implications.
7. **University Reviews/Approvals:** The ancillary activities operating budgets were prepared by the ancillary units, reviewed by the Financial Performance Review Committee, Budget and Financial Planning Office, Interim Senior Vice President for Academic Affairs and Provost, Vice President for Student Affairs and Enrollment Management, Vice President for Finance and Administration, and President.

**Ancillary Activities Operating Budgets for the
Fiscal Year Ending June 30 2014
Oakland University
Board of Trustees Formal Session
April 3, 2013
Page 2**

8. Recommendation:

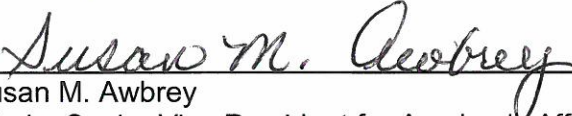
RESOLVED, that the Board of Trustees approves the FY2014 budgets for Campus Recreation, Graham Health Center, Lowry Center for Early Childhood Education, Meadow Brook Music Festival, Meadow Brook Theatre, Oakland Center, and University Housing, with expenditures and transfers not to exceed the expense total for each unit as reflected in the attached budgets, except as set forth; and, be it further

RESOLVED, that all expenditures and transfers beyond the approved expense total must have the prior approval of the President or his designee and these amounts will be reported on a periodic basis to the Board of Trustees.

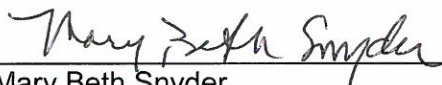
9. Attachments:

A. Description of Programs and Proposed Budgets, FY2014


Submitted to the President
on 3/27, 2013 by



Susan M. Awbrey
Interim Senior Vice President for Academic Affairs and Provost

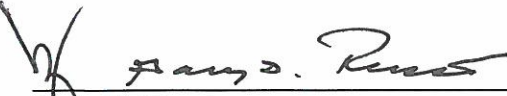


Mary Beth Snyder
Vice President for Student Affairs and Enrollment Management



John W. Beaghan
Vice President for Finance and Administration
and Treasurer to the Board of Trustees

Recommended on 3/28, 2013
to the Board for approval by



Gary D. Russi
President

Department of Campus Recreation

Description of Program

The Department of Campus Recreation is responsible for recreational sports, the Recreation Center, Upper Pioneer Fields, including the Grizzly Oaks Disc Golf Course and running trails. Our mission is to enhance the quality of life in the University community through programs, services and facilities that support healthy lifestyle choices.

Program highlights from the current fiscal year include:

- Increased student use of the Rec Center and participation in intramural sports.
- Partnered with various campus departments to provide health and wellness educational sessions for students in residence halls and classrooms.
- Collaborated with Exercise Science and Wellness Health Promotion students who achieved more than 1,900 hours of practical experience.
- Assisted OU employees in the transition to “outcome-based” health insurance programs through employee wellness initiatives.
- Increased employee use of facilities, programs and services by 65%.
- Received Michigan’s “Healthiest Employers” Award by Crain’s Business Detroit.

Key Performance Indicators

	<u>FY2011</u>	<u>FY2012</u>	<u>Projected FY2013</u>
Building Entries	309,373	312,953	320,000
Student Visits	154,193	157,318	162,000
Intramural Participation	14,830	14,746	16,266
Club sports	24	23	24
Days of Operation	351	352	351

Department of Campus Recreation

Explanation of Major Changes

- Operating revenue variance due to reduced rental as a result of repurposing the Pioneer Room and the pool refinishing project.
- Student Tuition allocation increase based on higher enrollment and additional medical school students.
- General Fund support to cover Employee Wellness programs and services.
- Compensation decrease due to one-time salary savings, vacant graduate assistant position and student employment efficiencies.

Budget Assumptions

- Operational revenue reduction due to impact of pool closure and upper fields renovation.
- Student Tuition Allocation increase based on enrollment projections.
- Compensation increase reflects recommended salary increases for staff and full time graduate assistant staff.
- Supplies and Service increase due to custodial contract.
- Equipment increase represents the potential impact of upper field construction project on the operational budget.
- Permanent budget reductions of \$75,000 incurred in FY12 are now being reported as an increase to University Overhead.
- Capital expense includes the department's portion of pool project, the building sound system replacement and upper field project recreation equipment.

Oakland University
Ancillary Activities Operating Budget
Department of Campus Recreation
Proposed Budget - All Funds
FY2014

	FY2013 BUDGET	FY2013 ESTIMATED ACTUAL	FY2014 PROPOSED BUDGET
REVENUE:			
Operating Revenue	\$ 399,000	\$ 381,000	\$ 363,000
Retail Sales	1,200	1,375	1,500
Student Tuition Allocation	3,806,575	3,821,854	3,856,544
Gifts and Grants	-	-	-
Investment Income	100	60	60
General Fund Support	-	25,000	25,000
Total Revenue	<u>\$ 4,206,875</u>	<u>\$ 4,229,289</u>	<u>\$ 4,246,104</u>
EXPENDITURES:			
Compensation	\$ 1,408,227	\$ 1,371,534	\$ 1,412,073
Supplies and Services	433,520	445,266	468,240
Repairs and Maintenance	231,619	231,619	231,550
Cost of Retail Sales	1,000	1,000	1,000
Equipment	60,000	60,000	80,000
Insurance	28,050	25,871	27,165
Utilities	405,000	389,000	395,000
Debt Service	1,506,498	1,506,498	1,507,604
University Overhead	54,491	54,491	117,724
Other Transfers	75,000	75,000	-
Total Expenditures	<u>\$ 4,203,405</u>	<u>\$ 4,160,279</u>	<u>\$ 4,240,356</u>
Net Revenue	<u>\$ 3,470</u>	<u>\$ 69,010</u>	<u>\$ 5,748</u>
Ending Balances prior to Major Cap.Expenditures:			
Restricted Fund Balance *	\$ -	\$ -	\$ -
Unrestricted Fund Balance	1,513,302	1,578,842	1,554,590
Less: Major Capital Expenditures	30,000	30,000	390,000
Total Fund Balance	<u>\$ 1,483,302</u>	<u>\$ 1,548,842</u>	<u>\$ 1,164,590</u>

**Oakland University
Department of Campus Recreation
Proposed Major Capital Expenditures
Fiscal Year 2014**

Item Description	Estimated Cost
RAC pool refinishing project	\$ 250,000
Rec Center building sound system replacement	90,000
Upper Field project recreation equipment	50,000

FY 2014 Total

\$ 390,000

Graham Health Center

Description of Program

The Graham Health Center provides acute care for Oakland University students and staff members. The primary users of the center are residence hall students, student health insurance participants and female students who utilize the center for their women's health care needs.

Service delivery at the Graham Health Center is a nurse practitioner/physician assistant model utilizing a consultative relationship with two area physicians. One physician is on site four hours each week and available by phone for consultation during the remainder of the hours that the health center is open. The physicians also provide delegated prescriptive authority to the nurse practitioners/physician assistants. In addition, a consulting psychiatrist is on site weekly to conduct student psychiatric evaluations and/or medication reviews.

Key Performance Indicators

	<u>FY2011</u>	<u>FY2012</u>	Projected <u>FY2013</u>
Patient Visits	3,740	4,170	4,155
Participants in Student Health Insurance	346	345	300

Explanation of Major Changes

- Transfer of \$16,929 is support of mental health needs of the University Counseling Center.

Budget Assumptions

1. Operating Revenue is estimated to increase by approximately 3% to reflect FY13 experience and student use.
2. Student Tuition Allocation reflects anticipated enrollment growth.
3. Compensation includes recommended salary increases for staff, as well as anticipated continued Counseling Center support for psychiatric needs.
4. The Major Capital Expenditures will support a changeover to electronic medical records. The electronic medical records (EMR) software, Point and Click, was purchased in FY13.

Oakland University
Ancillary Activities Operating Budget
Graham Health Center
Proposed Budget - All Funds
FY2014

	FY2013 BUDGET	FY2013 ESTIMATED ACTUAL	FY2014 PROPOSED BUDGET
REVENUE:			
Operating Revenue	\$ 240,800	\$ 242,000	\$ 249,260
Retail Sales	31,200	32,000	32,640
Student Tuition Allocation	361,954	361,954	369,193
Gifts and Grants	-	-	-
Investment Income	-	-	-
General Fund Support	-	-	-
Total Revenue	<u>\$ 633,954</u>	<u>\$ 635,954</u>	<u>\$ 651,093</u>
EXPENDITURES:			
Compensation	\$ 424,561	\$ 426,000	\$ 437,355
Supplies and Services	127,000	129,750	133,902
Repairs and Maintenance	10,660	10,660	10,660
Cost of Retail Sales	26,000	26,000	26,000
Equipment	2,500	2,500	2,000
Insurance	6,043	6,043	5,979
Utilities	6,000	6,000	6,900
Debt Service	-	-	-
University Overhead	28,819	28,819	25,117
Other Transfers	-	16,929	-
Total Expenditures	<u>\$ 631,583</u>	<u>\$ 652,701</u>	<u>\$ 647,913</u>
Net Revenue	<u>\$ 2,371</u>	<u>\$ (16,747)</u>	<u>\$ 3,180</u>
Ending Balances prior to Major Cap.Expenditures:			
Restricted Fund Balance *	\$ -	\$ -	\$ -
Unrestricted Fund Balance	196,556	177,438	170,118
Less: Major Capital Expenditures	10,500	10,500	19,482
Total Fund Balance	<u>\$ 186,056</u>	<u>\$ 166,938</u>	<u>\$ 150,636</u>

**Oakland University
Graham Health Center
Proposed Major Capital Expenditures
Fiscal Year 2014**

Item Description	Estimated Cost
Eight (8) Computers	\$ 11,482
Workstations for the Electronic Medical Records Computers	4,000
Painting of the Graham Health Center suite	4,000

FY 2014 Total

\$ 19,482

Lowry Center for Early Childhood Education

Description of Program

The vision of the Lowry Center for Early Childhood Education is to cultivate and maintain an environment where faculty, students, staff and parents collaborate to provide a model center which exhibits best practice in the field of early childhood education and development. It has three related components, described below, with purposes that are congruent with the goals of the School of Education and Human Services (SEHS) and the mission of Oakland University:

- To provide high quality, developmentally appropriate early childhood experiences for young children and families.
- To provide learning and teaching environments for students and practitioners in Education, Human Services and related fields.
- To expand knowledge in Education, Human Service and related fields through research and service.

These components are based on the belief that learners of all ages should have meaningful, interesting and challenging experiences. Child and adult development are fostered by active participation of the learner.

Key Performance Indicators

Overall Center Enrollment

March 30, 2009	March 30, 2010	March 30, 2011	March 30, 2012	March 2013
69%	55%	72%	79%	83%

Enrollment by Category

	Winter 2009 Participants	Winter 2010 Participants	Winter 2011 Participants	Winter 2012 Participants	Winter 2013 Participants
Community	117	98	102	116	105
Students	21	28	27	28	23
Faculty & Staff	25	20	25	21	25

Daily Rates

Age Group	FY2010	FY2011	FY2012	FY2013	FY2014
Toddlers	\$55 9am-4pm	\$55 9am-4pm	\$57.50	\$57.50	\$57.50
	\$45 9am-2pm	\$45 9am-2pm	9am-4pm	9am-4pm	9am-4pm
	\$26 2-4 pm		\$47.50	\$47.50	
	\$31 9-12am	\$31 9am-	9am-2 pm	9am-2pm	
	\$38 12-4pm	12pm	\$33.50	\$33.50	\$33.50
			9am-12pm	9am-12pm	9am-12pm

Lowry Center for Early Childhood Education

Age Group	FY2010	FY2011	FY2012	FY2013	FY2014
Preschool	\$46 9am-4pm	\$46 9am-4pm	\$48.50 9am-4pm	\$48.50 9am-4pm	\$48.50 9am-4pm
	\$26 9am-12pm	\$26 9am-12pm	\$28.50 9am-12pm	\$28.50 9am-12pm	\$28.50 9am-12pm
Pre-K	\$46 9am-4pm	\$46 9am-4pm	\$48.50 9am-4pm	\$48.50 9am-4pm	\$48.50 9am-4pm
	\$26 9am-12pm	\$26 9am-12pm	\$28.50 9am-12pm	\$28.50 9am-12pm	\$28.50 9am-12pm

All Age Groups

Before Care 7:30 -9:00 am	\$5.00 per ½ hour Community	\$5.00 per ½ hour Community	\$5.00 per ½ hour Community	\$5.00 per ½ hour Community	\$5.00 per ½ hour Community
After Care 4:00-5:30 pm	\$3.00 per ½ hour OU	\$3.00 per ½ hour OU	\$3.00 per ½ hour OU	\$3.00 per ½ hour OU	\$3.00 per ½ hour OU

- Registration/Deposits for community members will be \$200 per year; \$150 will be deducted from the final payment (\$50 non-refundable)
- Registration charges for OU affiliates will be \$75 per year, \$25 will be deducted from the final payment of the school year (\$50 non-refundable per school year)
- Schedule change charges of \$25.00 per occurrence will be applied to families with frequent schedule changes.
- A late charge of \$25.00 will be applied to families who have not paid their monthly tuition by the 10th of the month.

Explanation of Major Changes

In the Fall of 2012 Elementary Education (undergraduate) students with a major in Early Childhood began to complete their practicum experiences at Lowry. In the Winter of 2013 an education specialist program in Early Education and Intervention was launched. This program will culminate in a capstone project, and some students may implement this project at Lowry. In addition, several Ph.D. students are completing field studies and coursework at the Lowry Center.

Budget Assumptions

Revenue –

Operating Revenue \$778,580, up 3% over FY2013 estimates

- Based on 83% projected enrollment, primarily due to a greater enrollment in our pre-kindergarten full-day option.

Lowry Center for Early Childhood Education

- Increase in summer camp 2013 tuition rates from \$39 to \$45/day (for largest increase)
- Families will continue to be offered a 5% discount on the oldest sibling when enrolling two or more children. This discount is common practice among preschools.

Gifts and Grants

- \$54,590 for CCAMPIS grant award for the period 10/1/13-9/30/14. This is the final year in a four-year cycle.
- \$4,800 for National Inclusion Project. This is the third year Lowry has received funding.
- \$5,600 in projected gifts and investment income from endowments

General Fund Budget Support - \$33,814

- Based on number of practicum students enrolled for Summer 2013 and Fall 2013 as of March, 2012 (graduate =16; undergraduates = 15)

Expenses -

Compensation \$787,691

- Includes recommended salary increases for staff and student employees, and 10 month teacher salary increases to market rates.
- Includes change of a full time temporary teacher to full time permanent with benefits and a 10 month teacher changing from a 30 to 40 hour work week.

Repairs and Maintenance – cleaning services contract based on current trend

Proposed Major Capital Expenditures \$95,000

- Playground resurfacing \$68,000
- Flooring for 6 Lowry classrooms and shared bathroom areas \$27,000

Oakland University
Ancillary Activities Operating Budget
Lowry Center for Early Childhood Education
Proposed Budget - All Funds
FY2014

	FY2013 BUDGET	FY2013 ESTIMATED ACTUAL	FY2014 PROPOSED BUDGET
REVENUE:			
Operating Revenue	\$ 754,826	\$ 754,826	\$ 778,580
Retail Sales	-	-	-
Student Tuition Allocation	-	-	-
Gifts and Grants	62,150	62,400	60,590
Investment Income	4,075	4,479	4,400
General Fund Support	16,133	27,751	33,814
Total Revenue	<u>\$ 837,184</u>	<u>\$ 849,456</u>	<u>\$ 877,384</u>
EXPENDITURES:			
Compensation	\$ 740,278	\$ 720,800	\$ 787,691
Supplies and Services	39,925	42,760	42,020
Repairs and Maintenance	28,700	29,516	29,520
Cost of Retail Sales	-	-	-
Equipment	-	-	-
Insurance	-	-	-
Utilities	1,450	112	-
Debt Service	-	-	-
University Overhead	-	-	-
Other Transfers	-	-	-
Total Expenditures	<u>\$ 810,353</u>	<u>\$ 793,188</u>	<u>\$ 859,231</u>
Net Revenue	<u>\$ 26,831</u>	<u>\$ 56,268</u>	<u>\$ 18,153</u>
Ending Balances prior to Major Cap.Expenditures:			
Restricted Fund Balance *	\$ -	\$ -	\$ -
Unrestricted Fund Balance	374,721	404,158	422,311
Less: Major Capital Expenditures	-	-	95,000
Total Fund Balance	<u>\$ 374,721</u>	<u>\$ 404,158</u>	<u>\$ 327,311</u>

**Oakland University
Lowry Center for Early Childhood Education
Proposed Major Capital Expenditures
Fiscal Year 2014**

Item Description	Estimated Cost
Install floor tile in six classrooms	27,000
Resurface playground	68,000
FY 2014 Total	<u>\$ 95,000</u>

Meadow Brook Music Festival

Description of Program

Oakland University's ten-year agreement with Palace Sports and Entertainment (PSE) to operate and manage the Meadow Brook Music Festival (Festival) ended following the 2006 season.

In November 2006, PSE exercised its option to extend the Agreement for five-years, through the 2011 season.

In September 2010, PSE exercised its option to extend the Agreement for an additional two-years through the 2013 season. PSE has one final option to extend the lease term for an additional one-year through the 2014 season by notifying OU in writing by July 1, 2013 of its intent to exercise the option. All terms and conditions of the Agreement will remain in full force and effect during the extended Agreement, which provides for an annual guaranteed payment of \$135,000, plus 6% of gross box office revenues over \$3.5 million.

The Festival's events typically include rock, indie rock, jazz, country, comedy, adult contemporary and family entertainment.

Key Performance Indicators

	<u>FY2011</u>	<u>FY2012</u>	<u>Projected FY2013</u>
Attendance	81,104	66,277	70,000
Gross Revenue	\$1,672,140	\$1,959,559	\$2,100,000
Number of Events	34	30	30

Budget Assumptions

The FY2014 budgeted revenue is consistent with the extended Agreement and historical investment income. The budgeted expenses include insurance, supplies and services, and compensation.

Oakland University
Ancillary Activities Operating Budget
Meadow Brook Music Festival
Proposed Budget - All Funds
FY2014

	FY2013 BUDGET	FY2013 ESTIMATED ACTUAL	FY2014 PROPOSED BUDGET
REVENUE:			
Operating Revenue	\$ 135,000	\$ 135,000	\$ 135,000
Retail Sales	-	-	-
Student Tuition Allocation	-	-	-
Gifts and Grants	-	-	-
Investment Income	10,000	10,800	10,000
General Fund Support	-	-	-
Total Revenue	\$ 145,000	\$ 145,800	\$ 145,000
EXPENDITURES:			
Compensation	\$ 6,000	\$ 6,000	\$ 6,135
Supplies and Services	2,500	2,500	2,500
Repairs and Maintenance	-	-	-
Cost of Retail Sales	-	-	-
Equipment	-	-	-
Insurance	4,816	4,597	4,649
Utilities	-	-	-
Debt Service	-	-	-
University Overhead	-	-	-
Other Transfers	-	-	-
Total Expenditures	\$ 13,316	\$ 13,097	\$ 13,284
Net Revenue	\$ 131,684	\$ 132,703	\$ 131,716
Ending Balances prior to Major Cap.Expenditures:			
Restricted Fund Balance *	\$ 81,000	\$ 82,000	\$ 92,000
Unrestricted Fund Balance	966,648	966,667	1,088,383
Less: Major Capital Expenditures	-	-	-
Total Fund Balance	\$ 1,047,648	\$ 1,048,667	\$ 1,180,383
Goad Memorial Concert Endowment		\$ 44,800	
Trumbull MBMF Endowment		37,200	
Restricted Fund Balance *		<u>\$ 82,000</u>	

Meadow Brook Theatre

Description of Program

Oakland University (University) entered into an Agreement with The Theatre Ensemble (Ensemble), a non-profit corporation, to lease Meadow Brook Theatre (MBT) facilities in 2002. In March 2012, the University Board of Trustees approved a renewal of the original Agreement through June 30, 2016, which will allow the Ensemble to continue in the MBT facilities through the MBT Fiftieth Anniversary season (2015-2016). Highlights of the Agreement include the following:

- Continued professional theatre productions and related events at Meadow Brook Theatre, including a full-season of plays.
- Guaranteed weekly fixed rent payments each production season, with a guaranteed number of weeks each year.
- Additional rent payments based on tickets sold.
- Opportunities for a strong relationship between the Ensemble and the University's students, particularly those in the academic theatre program.

All contractual payments to the University from the Ensemble continue to be paid in a timely manner.

The Ensemble is committed to presenting high quality productions, geared to inspire, educate and entertain a diverse audience base. This year, the season included three musicals, three dramas and a comedy. The Ensemble continues to share its resources with the University's Department of Music, Theatre and Dance in professional and artistic avenues and a number of students are employed by the Ensemble in a variety of professional and operational positions.

Key Performance Indicators

	<u>FY2011</u>	<u>FY2012</u>	Projected <u>FY2013</u>
Total Attendance	64,461	69,339	70,000

Explanation of Major Changes

The FY2013 budget included \$50,000 for potential repairs and improvements to the Theatre. After additional engineering review, the estimated cost for making repairs increased to \$159,000, which has been reflected in the FY2014 budget, and the time frame for making the repairs changed to accommodate the Ensembles performance schedule. Design drawings will be completed in FY2013; repairs will be made in August 2013.

Meadow Brook Theatre

Budget Assumptions

Under the current agreement, rent will be \$1,890 per week for the 37 week season. Rent revenue covers expenses for repairs; maintenance; insurance and utilities to maintain the auxiliary operation and provides net revenue for major capital expenditures.

For FY2014, \$159,000 has been allocated for potential repairs and improvements to the Theatre.

Oakland University
Ancillary Activities Operating Budget
Meadow Brook Theatre
Proposed Budget - All Funds
FY2014

	FY 2013 BUDGET	FY 2013 ESTIMATED ACTUAL	FY2014 PROPOSED BUDGET
REVENUE:			
Operating Revenue	\$ 95,000	\$ 98,500	\$ 98,500
Retail Sales	-	-	-
Student Tuition Allocation	-	-	-
Gifts and Grants	-	-	-
Investment Income	-	-	-
General Fund Support	-	-	-
Total Revenue	<u>\$ 95,000</u>	<u>\$ 98,500</u>	<u>\$ 98,500</u>
EXPENDITURES:			
Compensation	\$ -	\$ -	\$ -
Supplies and Services	1,000	1,000	1,000
Repairs and Maintenance	2,500	2,500	2,500
Cost of Retail Sales	-	-	-
Equipment	-	-	-
Insurance	2,708	2,501	2,625
Utilities	43,000	43,000	45,300
Debt Service	-	-	-
University Overhead	-	-	-
Other Transfers	-	-	-
Total Expenditures	<u>\$ 49,208</u>	<u>\$ 49,001</u>	<u>\$ 51,425</u>
Net Revenue	<u>\$ 45,792</u>	<u>\$ 49,499</u>	<u>\$ 47,075</u>
Ending Balances prior to Major Cap.Expenditures:			
Restricted Fund Balance *	\$ -	\$ -	\$ -
Unrestricted Fund Balance	309,409	313,116	343,660
Less: Major Capital Expenditures	50,000	16,531	159,000
Total Fund Balance	<u>\$ 259,409</u>	<u>\$ 296,585</u>	<u>\$ 184,660</u>

Oakland University
Meadow Brook Theatre
Proposed Major Capital Expenditures
Fiscal Year 2014

Item Description	Estimated Cost
Rigging System Repairs	\$ 159,000

FY 2014 Total

\$ 159,000

Oakland Center

Description of Program

The Oakland Center serves as a community center for students, faculty, staff and university guests. It offers a wide-range of services and amenities such as: campus-wide food service, university bookstore, credit union, meeting and conference room facilities, departmental and student organization offices. The Oakland Center continues to experience strong and growing student utilization and to attract a diversity of campus and community programs.

Key Performance Indicators

	<u>FY2011</u>	<u>FY2012</u>	<u>Projected FY2013</u>
Number of meeting room reservations	5,800	5,464	6,250
Number of meeting attendees	276,543	273,168	287,183

- 224,716 pedestrian entries were recorded during September 2012 with a total of 1,150,428 entries from July 2012 through March 4, 2013.
- 273 Banquet Room events were held with 62,777 attendees.

The following capital projects were completed:

- Banquet Room improvements

Explanation of Major Changes

- Revenue projections reflect an increase in annual bookstore commissions.
- Salary savings were realized due to a vacant full-time position.
- Reduced utility consumption resulted in energy cost reductions.

Budget Assumptions

1. Student tuition allocation reflects a 1.5% increase.
2. The budget reflects \$112,000 plant renewal project as detailed in the proposed major capital expenditures attachment.
3. Total transfer activity \$89,400 is food service amortization. \$153,423 in bookstore revenue transfers to general fund is now reported as an increase to University Overhead.

Oakland University
Ancillary Activities Operating Budget
Oakland Center
Proposed Budget - All Funds
FY2014

	FY2013 BUDGET	FY2013 ESTIMATED ACTUAL	FY2014 PROPOSED BUDGET
REVENUE:			
Operating Revenue:			
Bookstore Commissions	\$ 628,300	\$ 650,000	\$ 672,000
Conferences	200,000	205,600	215,800
Food Service	339,000	349,700	350,000
Other	175,500	175,500	157,000
Total Operating Revenue	<u>\$ 1,342,800</u>	<u>\$ 1,380,800</u>	<u>\$ 1,394,800</u>
Retail Sales	-		
Student Tuition Allocation	1,073,902	1,073,902	1,090,011
Gifts and Grants	300	396	300
Investment Income	200	200	200
General Fund Support	-		
Total Revenue	<u>\$ 2,417,202</u>	<u>\$ 2,455,298</u>	<u>\$ 2,485,311</u>
EXPENDITURES:			
Compensation	\$ 1,051,628	\$ 979,725	\$ 1,064,109
Supplies and Services	233,500	248,000	259,500
Travel	6,500	6,500	6,900
Repairs and Maintenance	270,000	285,000	299,000
Cost of Retail Sales	-		
Equipment	25,900	60,094	65,000
Insurance	24,400	22,596	23,725
Utilities	420,000	370,000	390,500
Debt Service	80,866	80,866	80,866
University Overhead	58,882	58,882	191,787
Other Transfers	242,823	242,823	89,400
Total Expenditures	<u>\$ 2,414,499</u>	<u>\$ 2,354,486</u>	<u>\$ 2,470,787</u>
Net Revenue	<u>\$ 2,703</u>	<u>\$ 100,812</u>	<u>\$ 14,524</u>
Ending Balances prior to Major Cap.Expenditures:			
Restricted Fund Balance *	\$ -	\$ -	\$ -
Unrestricted Fund Balance	1,052,258	1,150,367	914,891
Less: Major Capital Expenditures	250,000	250,000	112,000
Total Fund Balance	<u>\$ 802,258</u>	<u>\$ 900,367</u>	<u>\$ 802,891</u>

Oakland University
OAKLAND CENTER
Proposed Major Capital Expenditures
Fiscal Year 2014

Item Description	Estimated Cost
Replace sixteen year old upper level corridor and lounge carpet	\$ 112,000
FY 2014 Total	<u><u>\$ 112,000</u></u>

Department of University Housing

Description of Program

The Department of University Housing has administrative oversight for on-campus housing operations including budget, facility operations, maintenance, programming, support services and personnel. The department also has property management responsibilities for the Meadow Brook Subdivision.

Key Performance Indicators

	<u>FY2011</u>	<u>FY2012</u>	<u>FY2013</u>
Opening Occupancy	1,985	2,068	2,087
Renovation and Refurbishing Projects	\$2,451,639	\$1,667,372	\$1,745,469
Chartwell's Board Rate Increase	3.5%	3.5%	3.7%

Capital projects in FY2013 include:

- Residential network upgrades
- Greek cottage renovations
- Additional Bear Bus vehicles
- Ann V. Nicholson Apartments heating and domestic hot water
- Mattress replacements
- Student room lock security upgrades
- Lounge furniture replacements

FY2013 Explanation of Major Changes

The increase in operating revenue over the Board approved FY2013 budget is due to higher than budgeted occupancy.

The increase in food service expense is due to higher occupancy.

The increase in repairs and maintenance is due to an internal transfer provided to expand the Bear Bus program with two shuttle buses.

Department of University Housing

FY2014 Budget Assumptions

- 1). The **Residence Hall** budget reflects a 4.5 percent double room rate increase in room and board. The proposed room rates position Oakland University Housing at the middle tier among other Michigan Universities. The recommended rates are as follows:

Year	FY2012	FY2013	FY2014
Academic Year Rate (double room)	\$7,968	\$8,207	\$8,576
Academic Year Rate (single room)	\$8,663	\$8,922	\$9,324
Summer Semester – Base Rate (double room)	\$2,505	\$2,580	\$2,696
Summer Semester – Base Rate (single room)	\$2,705	\$2,785	\$2,910
Percentage Increase (Acad. Yr – double)	3.75%	3.0%	4.5%

- 2). The **University Student Apartments** budget reflects a 4.5 percent rate increase. The recommended rates are as follows:

Year	FY2012	FY2013	FY2014
Academic Year Rate (3 and 4 Bedrooms)	\$6,318	\$6,507	\$6,800
Academic Year Rate (2 Bedrooms)	\$6,640	\$6,839	\$7,146
Summer Semester Rate (3 and 4 Bedrooms)	\$2,998	\$3,088	\$3,226
Summer Semester Rate (2 Bedrooms)	\$3,330	\$3,430	\$3,584
Percentage Increase (Acad. Yr– 3&4 BR)	3.75%	3.0%	4.5%

- 3). The **George T. Matthews Apartments** budget reflects a 4.5 percent rate increase. The recommended rate is as follows:

Year	FY2012	FY2013	FY2014
Single student annual rate	\$6,640	\$6,839	\$7,146
Percentage Increase	3.75%	3.0%	4.5%

Department of University Housing

FY2014 Budget Assumptions (continued)

- 4). The increase in operating revenue is due to our anticipated increase in room and board rates and occupancy.
- 5). Food service increase is due to a 2.8 percent increase in Chartwells rates.
- 6). Increase in compensation is due to an increase in student labor, and the anticipated filling of two positions due to retirement. We anticipate the addition of one administrative position to support the new housing volume.
- 7). Increase in debt service (\$1.355 million) reflects the debt payment on the new residence hall.
- 8). Major capital expenditures reflect \$3.145 million for Hamlin Hall plumbing completion and the re-carpeting of South Hamlin Hall.

Oakland University
Ancillary Activities Operating Budget
University Housing
Proposed Budget - All Funds
FY2014

	FY2013 BUDGET	FY2013 ESTIMATED ACTUAL	FY2014 PROPOSED BUDGET
REVENUE:			
Operating Revenue:			
Room & Board	\$ 15,293,435	\$ 16,045,971	\$ 15,990,178
Conferences	300,000	300,000	340,000
Other	335,860	335,860	333,286
Total Operating Revenue	<u>\$ 15,929,295</u>	<u>\$ 16,681,831</u>	<u>\$ 16,663,464</u>
Retail Sales	-		
Student Tuition Allocation	-		
Gifts and Grants	-		
Investment Income	2,000	2,000	2,000
General Fund Support	-		
Total Revenue	<u>\$ 15,931,295</u>	<u>\$ 16,683,831</u>	<u>\$ 16,665,464</u>
EXPENDITURES:			
Compensation	\$ 3,056,356	\$ 3,096,518	\$ 3,362,693
Supplies and Services	441,366	475,366	431,950
Student Programming & Retention	322,352	322,352	400,270
Food Service	3,361,066	3,525,586	3,391,659
Travel	15,914	15,914	25,000
Repairs and Maintenance	867,850	1,218,548	1,002,850
Cost of Retail Sales			
Equipment	415,800	274,302	250,000
Insurance	99,879	99,879	97,614
Utilities	1,197,225	1,197,225	1,229,691
Debt Service	1,502,393	1,502,393	2,857,393
University Overhead	348,737	348,737	353,388
Other Transfers	(99,350)	(99,350)	66,450
Total Expenditures	<u>\$ 11,529,588</u>	<u>\$ 11,977,470</u>	<u>\$ 13,468,958</u>
Net Revenue	<u>\$ 4,401,707</u>	<u>\$ 4,706,361</u>	<u>\$ 3,196,506</u>
Ending Balances prior to Major Cap.Expenditures:			
Restricted Fund Balance *	\$ -		
Unrestricted Fund Balance	8,893,678	9,198,332	8,903,306
Less: Major Capital Expenditures	4,325,600	3,491,533	3,145,700
Total Fund Balance	<u>\$ 4,568,078</u>	<u>\$ 5,706,800</u>	<u>\$ 5,757,606</u>

Oakland University
University Housing
Proposed Major Capital Expenditures
Fiscal Year 2014

Item Description	Estimated Cost
North Hamlin Hall Plumbing Renovation Re-Carpeting of South Hamlin Hall	\$ 2,895,700 250,000
FY 2014 Total	<u>\$ 3,145,700</u>