



LINCOLN UNIVERSITY

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Office of the President

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BOARD ACTIONS

TO: Faculty, Staff and Students

FROM: Michael A. Middleton, Interim President

DATE: September 8, 2017

SUBJECT: Action Items - Board of Curators

During its meeting on September 7, 2017 the Lincoln University Board of Curators approved the following:

1. The attached Shared Governance and Non-voting Faculty Senate Representative passed by the Faculty Senate in April 2017. (For additional information contact Dr. Debra F Greene, Interim Provost and Vice President for Academic Affairs)
2. The attached FY18 Revised General Operating Budget. (For additional information contact Ms. Sandy Koetting, Chief Financial Officer)
3. A Sabbatical Leave request from Dr. Felix Edoho, Professor of Business, for the spring 2018 semester. (For additional information contact Dr. Debra F Greene, Interim Provost and Vice President for Academic Affairs)
4. Approved the additional candidates for the Master of Science degree awarded in Summer 2017. (For additional information contact Dr. Debra F Greene, Interim Provost and Vice President for Academic Affairs)

The next meeting of the Lincoln University Board of Curators will be held on Thursday, November 9, 2017



OFFICE OF ACADEMIC AFFAIRS AND PROVOST

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ACTION ITEM

To: Lincoln University Board of Curators
Through: President Michael Middleton
From: Dr. Debra F. Greene, Interim Provost/VPAA
Date: August 21, 2017
Re: Shared Governance and Non-voting Faculty Senate Representative

I recommend the approval of the following items that were passed by the Faculty Senate in April.

Item #2: Proposal to Change Rules & Regulations: Chapter II—Shared Governance

Proposed Addition: 2.15.1 Non-voting Staff Representative to the Faculty Senate

1. In an effort to promote collegiality and transparency, and recognizing the importance of shared information and shared governance, the Staff Council shall be invited to appoint a member of the Staff Council as staff representative to the Faculty Senate.
2. The staff representative shall not have the right to vote on any matter before the Senate. However, when there is an item of business from the Staff Council which the staff representative wishes to share, the staff representative must submit in writing to the Faculty Senate ~~President~~ **chairperson**, no less than fourteen days in advance of the Faculty Senate meeting, the item to be placed on the Faculty Senate agenda. After review by the Senate ~~President~~

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chairperson, and/or at the discretion of the Faculty Senate Executive Committee, the item may be placed on the agenda.

3. The term of the staff representative shall be two years.
4. The staff representative shall serve as a liaison between the Staff Council and the Faculty Senate.

Item #3: Proposed Addition: 2.15.2 Non-voting Student Representative to the Faculty Senate

1. In an effort to promote collaboration and foster increased communication between faculty and students, and recognizing the importance of shared information and shared governance, the Student Government Association shall be invited to appoint a member of the student government association as student representative to the Faculty Senate.
2. The student government representative shall not have the right to vote on any matter before the Senate. However, when there is an item of business from the Student Government Association which the student representative wishes to share, the student representative must submit in writing to the Faculty Senate ~~President~~ **chairperson**, no less than fourteen days in advance of the Faculty Senate meeting, the item to be placed on the Faculty Senate agenda. After review by the Senate ~~President~~ **chairperson**, and/or at the discretion of the Faculty Senate Executive Committee, the item may be placed on the agenda.
3. The term of the student representative shall be one year.
4. The student representative shall serve as a liaison between the Student Government Association and the Faculty Senate.

Provost/VPAA Perspective:

1. *The Faculty Senate can amend its by-laws in accordance with section 2.40 Amendments to the Faculty Senate Bylaws.*
2. *According to section 2.12 Leadership of the Faculty Senate, the Senate is presided over by an elected **chairperson**. There is no office or position of president in the Faculty Senate.*



OFFICE OF THE CHIEF FINANCIAL OFFICER

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TO: Members, Lincoln University Board of Curators
THROUGH: Michael Middleton, Interim President
FROM: Sandy Koetting, CFO
DATE: August 21, 2017
SUBJECT: FY18 Revised General Operating Budgets

You might recall in June, after the initial FY18 General Fund Operating Budget was presented, the Governor officially approved the FY18 state appropriation allocations. This final approval increased the state net appropriations to \$1,949,190, primarily due to the increased allocation for the land grant match. The new revised FY18 General Fund Operating Budget is \$35,468,290.

Your approval is requested.

If you have any questions, please let me know.

Attachment

FISCAL YEAR 2018 GENERAL FUND BUDGET

Functional Category	FY 17 Budget	FY 17 Actuals as of 4/30/17	FY 18 Budget Request	Revised FY 18 Budget Request	%	DIFF in revised FY18 budget
Instruction	\$ 12,384,944	\$ 9,639,404	\$ 11,189,037	\$ 11,189,037	33%	\$ -
Research	\$ 530,324	\$ 679,201	\$ 93,658	\$ 1,503,456	0%	\$ 1,409,798
Public Service	\$ 1,616,191	\$ 950,921	\$ 1,107,558	\$ 1,616,344	3%	\$ 508,786
Academic Support	\$ 2,377,292	\$ 1,820,792	\$ 2,019,197	\$ 1,964,794	6%	\$ (54,403)
Student Services	\$ 5,763,787	\$ 4,873,075	\$ 5,485,738	\$ 5,485,738	16%	\$ -
Institutional Support	\$ 7,324,316	\$ 5,268,665	\$ 6,889,616	\$ 6,974,625	21%	\$ 85,009
Operations/Maintenance	\$ 2,773,631	\$ 2,056,759	\$ 2,709,058	\$ 2,709,058	8%	\$ -
Scholarships/Waivers	\$ 2,656,166	\$ 2,281,362	\$ 2,656,166	\$ 2,656,166	8%	\$ -
Transfers ⁴	\$ 1,467,040	\$ 1,028,469	\$ 1,369,072	\$ 1,369,072	4%	\$ -
Totals	\$ 36,893,691	\$ 28,598,648	\$ 33,519,100	\$ 35,468,290	100%	\$ 1,949,190
Income Category						
State Appropriations ¹	\$ 20,455,480	\$ 15,384,943	\$ 17,324,897	\$ 19,274,087	52%	\$ 1,949,190
Tuition, Incidental & Mandatory Fees ²	\$ 15,636,661	\$ 15,361,404	\$ 14,896,931	\$ 14,896,931	44%	\$ -
Interest Income	\$ 40,000	\$ 62,531	\$ 50,000	\$ 50,000	0%	\$ -
Indirect Costs	\$ 425,000	\$ 340,259	\$ 422,000	\$ 422,000	1%	\$ -
Sales and Services	\$ 38,250	\$ 54,806	\$ 47,000	\$ 47,000	0%	\$ -
Other Sources	\$ 298,300	\$ 415,898	\$ 278,272	\$ 278,272	1%	\$ -
Fund Balance	\$ -	\$ -	\$ 500,000	\$ 500,000	1%	\$ -
Totals	\$ 36,893,691	\$ 31,619,841	\$ 33,519,100	\$ 35,468,290	100%	\$ (1,949,190)
Expenditure Category						
Salaries/Wages	\$ 17,979,686	\$ 14,347,323	\$ 16,120,898	\$ 17,580,758	48%	\$ 1,459,860
Fringe Benefits ³	\$ 6,193,097	\$ 4,439,222	\$ 5,432,864	\$ 5,961,857	16%	\$ 528,993
Student Labor	\$ 282,673	\$ 120,061	\$ 240,731	\$ 206,043	1%	\$ (34,688)
Subtotal Personnel	\$ 24,455,456	\$ 18,906,607	\$ 21,794,493	\$ 23,748,658	65%	\$ 1,954,165
Equipment Purchase	\$ 227,061	\$ 39,270	\$ 109,193	\$ 94,939	0%	\$ (14,254)
Contractual Services	\$ 3,944,140	\$ 3,398,793	\$ 3,510,082	\$ 3,586,027	10%	\$ 75,945
Travel	\$ 756,517	\$ 606,844	\$ 731,085	\$ 729,822	2%	\$ (1,263)
Consumable Supplies	\$ 538,912	\$ 398,583	\$ 464,325	\$ 404,966	1%	\$ (59,359)
Other Costs	\$ 1,844,790	\$ 1,352,364	\$ 1,832,458	\$ 1,830,379	5%	\$ (2,079)
Utilities/Communications	\$ 1,003,609	\$ 621,522	\$ 987,406	\$ 983,441	3%	\$ (3,965)
Scholarships/Waivers	\$ 2,656,166	\$ 2,246,196	\$ 2,720,986	\$ 2,720,986	8%	\$ -
Transfer Out ⁴	\$ 1,467,040	\$ 1,028,469	\$ 1,369,072	\$ 1,369,072	4%	\$ -
Subtotal Operations	\$ 12,438,235	\$ 9,692,041	\$ 11,724,607	\$ 11,719,632	35%	\$ 4,975
GRAND TOTALS	\$ 36,893,691	\$ 28,598,648	\$ 33,519,100	\$ 35,468,290	100%	\$ (1,949,190)

Notes:

¹ State Appropriations is based on MDHE & Governor recommended budget (adjusted by the standard 3% Governor's Reserve).

² Tuition and Incidental fees are based on 62,874 credit hours.

³ Fringe benefits are calculated at 33% of salaries (across all funds).

⁴ Transfer out reflects \$300,000 to ORM for base amount, \$10,421 to ORM for reimbursement from VPAA renovations, \$205,120 to Plant for DNR Loan repayment, \$302,095 to Restricted for IDC, \$551,436 to Auxiliary.