

**Agendum  
Oakland University  
Board of Trustees Formal Session  
April 7, 2010**

**ANCILLARY ACTIVITIES OPERATING BUDGETS FOR THE FISCAL YEAR  
ENDING JUNE 30, 2011**

**A Recommendation**

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

2. **Introduction:** Projected budgets for the following seven ancillary activities are presented for approval for the fiscal year ending June 30, 2011:

Campus Recreation (CR)	Meadow Brook Theatre (MBT)
Graham Health Center (GHC)	Oakland Center (OC)
Lowry Early Childhood Center (LECC)	University Housing (UH)
Meadow Brook Music Festival (MBMF)	

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 the 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 FY2010 ancillary budgets on April 1, 2009.

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 budget assumptions 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, Senior Vice President for Academic Affairs and Provost,

**Ancillary Activities Operating Budgets for the  
Fiscal Year Ending June 30, 2011  
Oakland University  
Board of Trustees Formal Session  
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Vice President for Finance and Administration, Vice President for Student Affairs and Enrollment Management and President. At the March 31, 2010 Finance, Audit and Investment Committee (FAIC) meeting the proposed ancillary budgets were reviewed. The FAIC supported the proposed budgets and recommended that they be presented at the next Formal Session of the Board.

**8. Recommendation:**

RESOLVED, that the Board of Trustees approves the FY2011 budgets for Campus Recreation, Graham Health Center, Lowry Early Childhood Center, 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 next 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:**

1. Description of Programs and Proposed Budgets, FY2011

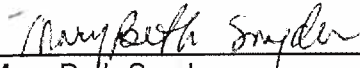
Submitted to the President  
on 4/2, 2010 by



Virinder K. Moudgil  
Senior Vice President for Academic Affairs and Provost

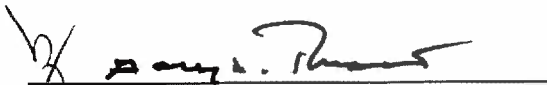


John W. Beaghan  
Vice President for Finance and Administration  
and Treasurer to the Board of Trustees



Mary Beth Snyder  
Vice President for Student Affairs and Enrollment Management

Recommended on 4/2, 2010  
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:

- The Department, in collaboration with Student Congress, celebrated the grand opening of the Grizzly Oaks Disc Golf Course.
- Second consecutive year of growth in Intramural teams and student participation.
- Partnership with student groups to develop the Bike Share Program.
- Software installation for membership and facility scheduling.
- Beaumont Hospital partnership for a heart screening day for over 800 local high school students.
- OU point of contact for the 2<sup>nd</sup> Annual Brooksie Way Half Marathon for over 5,000 runners and spectators.
- Employed nearly 150 students during the year.

### Key Performance Indicators

	<u>FY2008</u>	<u>FY2009</u>	Projected <u>FY2010</u>
Building entries	262,189	253,332	324,000
Days of operation	346	353	352
Non-student members	1,474	1,400	1,368
Paid guest visits	6,576	5,145	5,534

### FY10 Explanation of Major Changes

- Operating income shortfall due to decrease in non-student memberships and group rentals.
- Utility expense savings due to operational efficiencies and re-commissioning of HVAC system.
- Capital cost increased due to locker room mold issue.

## Department of Campus Recreation

### FY11 Budget Assumptions

- Student Tuition Allocation reflects anticipated enrollment growth.
- Operating revenue reflects continuing decrease in services and rentals.
- Compensation increase for student employment ranks only.
- Supplies and Service increase due to custodial operations and projected graduate assistant tuition expense.
- Repair and Maintenance increase due to disc golf, running trails and other preventative and replacement maintenance.
- Equipment increase due to annual replacement of cardio machines.
- University overhead increase due to lower interest income.
- Capital expense includes repairs to gym curtain, fitness floor, leak damage in the gym and replacement of original strength equipment.

**Oakland University**  
**Campus Recreation**  
**Proposed Budget - All Funds**  
**FY2011**

	FY2010 BUDGET	FY2010 ESTIMATED ACTUAL	FY2011 PROPOSED BUDGET
<b>REVENUE:</b>			
Operating Revenue	\$ 640,000	\$ 510,210	\$ 506,000
Retail Sales	-	-	2,500
Student Tuition Allocation	3,473,737	3,583,899	3,619,403
Gifts and Grants	300	190	300
Investment Income	5,000	800	1,000
General Fund Support	-	-	-
Total Revenue	<u>\$ 4,119,037</u>	<u>\$ 4,095,099</u>	<u>\$ 4,129,203</u>
<b>EXPENDITURES:</b>			
Compensation	\$ 1,380,711	\$ 1,364,735	\$ 1,386,551
Supplies and Services	382,000	385,903	395,000
Repairs and Maintenance	182,185	191,332	208,294
Cost of Retail Sales	-	-	2,000
Equipment	25,000	24,864	50,000
Insurance	26,720	27,733	26,817
Utilities	575,000	477,000	470,000
Debt Service	1,506,724	1,506,724	1,506,780
University Overhead	26,285	26,285	35,264
Other Transfers	-	3,565	-
Total Expenditures	<u>\$ 4,104,625</u>	<u>\$ 4,008,141</u>	<u>\$ 4,080,706</u>
Net Revenue	<u>\$ 14,412</u>	<u>\$ 86,958</u>	<u>\$ 48,497</u>
<b>Ending Balances prior to Major Cap.Expenditures:</b>			
Restricted Fund Balance *	\$ -	\$ -	\$ -
Unrestricted Fund Balance	934,949	1,007,495	885,992
Less: Major Capital Expenditures	130,000	170,000	125,000
Total Fund Balance	<u>\$ 804,949</u>	<u>\$ 837,495</u>	<u>\$ 760,992</u>
Restriction 1		\$ -	
Restriction 2		-	
Restriction 3		-	
Restricted Fund Balance *		<u>\$ -</u>	

**Oakland University  
Department of Campus Recreation  
Proposed Major Capital Expenditures  
FY2011**

<b>Item Description</b>	<b>Estimated Cost</b>
Replace original strength equipment	50,000
Repair fitness center floor	20,000
Rec gym curtain repair and purchase	30,000
Repair rec gym wall and floor due to leak	25,000
<b>FY2011 Total</b>	<u><u>\$ 125,000</u></u>

## 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, participants in the student health insurance program and female students who utilize the center for their women's health care issues.

The model of 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 six hours per month to conduct student psychiatric evaluations and/or medication reviews.

### Key Performance Indicators

	<u>FY2008</u>	<u>FY2009</u>	Projected <u>FY2010</u>
Patient Visits	3,494	3,719	4,200
Participants in Student Health Insurance Program	343	293	354

### Budget Assumptions

1. Operating Revenue and retail sales are estimated to increase by 5%.
2. Student Tuition Allocation reflects anticipated enrollment growth and increased use of the center by students.
3. Supplies and Services and the cost of products for resale (medications) are estimated to increase by 5%.

**Oakland University  
Ancillary Activities Operating Budget  
Graham Health Center  
Proposed Budget - All Funds  
FY2011**

	FY2010 BUDGET	FY2010 ESTIMATED ACTUAL	FY2011 PROPOSED BUDGET
<b>REVENUE:</b>			
Operating Revenue	\$ 185,400	\$ 186,080	\$ 195,384
Retail Sales	78,750	70,875	74,419
Student Tuition Allocation	334,411	334,411	347,787
Gifts and Grants	-	-	-
Investment Income	-	-	-
General Fund Support	-	-	-
Total Revenue	<u>\$ 598,561</u>	<u>\$ 591,366</u>	<u>\$ 617,590</u>
<b>EXPENDITURES:</b>			
Compensation	\$ 348,822	\$ 360,306	\$ 364,439
Supplies and Services	131,950	118,000	123,900
Repairs and Maintenance	11,404	11,404	11,404
Cost of Retail Sales	63,000	63,000	66,150
Equipment	4,200	1,500	5,000
Insurance	12,128	11,268	7,281
Utilities	5,500	5,500	5,500
Debt Service	-	-	-
University Overhead	17,787	17,787	23,525
Other Transfers	(7,500)	(7,500)	(7,500)
Total Expenditures	<u>\$ 587,291</u>	<u>\$ 581,265</u>	<u>\$ 599,699</u>
Net Revenue	<u>\$ 11,270</u>	<u>\$ 10,101</u>	<u>\$ 17,891</u>
<b>Ending Balances prior to Major Cap.Expenditures:</b>			
Restricted Fund Balance *	\$ -	\$ -	\$ -
Unrestricted Fund Balance	112,658	111,489	129,380
Less: Major Capital Expenditures	-	-	20,000
Total Fund Balance	<u>\$ 112,658</u>	<u>\$ 111,489</u>	<u>\$ 109,380</u>
Restriction 1		\$ -	
Restriction 2		-	
Restriction 3		-	
Restricted Fund Balance *		<u>\$ -</u>	



**Oakland University**  
**Graham Health Center**  
**Proposed Major Capital Expenditures**  
**FY2011**

<u>Item Description</u>	<u>Estimated Cost</u>
New computer software for scheduling and insurance billing.	\$ 20,000

**FY2011 Total**

\$ 20,000

# 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 environment for students and practitioners in Education, Human Services and related fields.
- To expand knowledge in Education, Human Services 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.

***Developmentally Appropriate Practice.*** The Lowry Center offers an exemplary program for young children 18 months through 5 years of age, extended to 6 years of age in the summer camp program. The curriculum is based on sound child development theory and practice, incorporating a variety of approaches and techniques consistent with standards for developmentally appropriate practice provided by the National Association for the Education of Young Children (NAEYC). Key elements include a holistic approach to learning and development, learning through play and exploration, fostering independence and choice, and involvement of family members and community. The daily routine structure is based on the High/Scope Curriculum model and consists of large group, small group, and individual activities incorporating content across curricular domains. Project-based learning and extensive documentation of children's work and progress allows children the opportunity to challenge their minds by exploring various topics and questions. As children are involved in projects experiences, they become familiar with, and competent in the

## Lowry Center for Early Childhood Education

processes of planning, exploring, and expanding their interests. The program strives to provide an environment which develops strong self-esteem, provokes curiosity, and increases the desire to learn.

***Learning and Teaching Environment.*** The Lowry Center provides an ideal setting for the professional development of students and practitioners in Education, Human Services, and related fields. Students learn about and practice teaching, curriculum development and program management. Lowry is a setting where faculty and Lowry staff can provide a “guided apprenticeship” to foster active roles in the education and care of young children. The Lowry Center is utilized for graduate Early Childhood Education courses, thus providing immediate and direct opportunities for observation and interaction with young children. Lowry serves as the placement site for the practicum required by the Michigan Department of Education for certified teachers seeking their Early Childhood Endorsement. Undergraduate classes in SEHS make frequent visits to the Lowry Center for observations, assessment and modeling. Several other academic departments, such as linguistics, music, and physical therapy, utilize the Lowry Center to meet their specific educational purposes. Many undergraduate students serve in classroom assistant roles throughout their time at Oakland University. In addition, students from area community colleges complete their practicum experiences at the Lowry Center, and teachers and administrators from local early childhood programs observe at Lowry to learn about early childhood curriculum and program management practices.

***Expanding knowledge through research and service.*** Faculty and students utilize the Lowry Center as a site for research in child development, early childhood curriculum areas, and teacher learning and practice. Participation in studies contributes to and shapes the ongoing development of teaching and learning practices at the Lowry Center.

Through the Child Care Access Means Parents in School (CCAMPIS) federal grant funding, the Lowry Center also strives to serve and support Oakland University student parents by providing a high quality program for their young children as they work to achieve educational goals.

Since 2005 the Lowry Center has been one of 57 competitive grantees to receive funding for the Great Start Readiness Program (GSRP) from the Michigan Department of Education. This program has allowed Lowry to offer a pre-kindergarten program for four days a week to eight children who have been identified with two or more risk factors contributing to academic challenges. This program enhances diversity of the Center and extends services to the community. The GSRP grant requires ongoing documentation

## **Lowry Center for Early Childhood Education**

of child and program outcomes, thereby strengthening the Lowry Center's efforts to provide a model program.

While the Lowry Center strives to operate as lean and efficiently as possible, the primary focus of the Center is to maintain a quality learning environment and lab experience for the enrolled children and Oakland University students. To this end, the Lowry Center has managed to cover nearly all its operational costs, to include utilities and cleaning, which are not allocated to other academic units or laboratories. Efforts to explore and enhance opportunities to strengthen the Center's revenue are actively being pursued and the Center remains persistent in its effort to manage its operational costs.

### Key Performance Indicators

Percentage of children enrolled as of February 28, 2010

	Toddler Enrollment Max 12	Young Preschool Enrollment Max 16
Monday	56%	83%
Tuesday	75%	79%
Wednesday	71%	81%
Thursday	75%	71%
Friday	69%	66%
Overall Percentage	69%	76%

Toddler and Young Preschool children have enrollment options including 9am-12pm, 9am-2pm, and 9am-4pm. Percentages are based on actual enrollment schedules (i.e., the number of children enrolled during the above time frames)

	Preschool AM* Enrollment Max 20	Preschool Full Day Enrollment Max 20
Monday	80%	60%
Tuesday	81%	55%
Wednesday	80%	50%
Thursday	81%	55%
Friday	85%	45%
Overall Percentage	82%	53%

\*Currently no PM Preschool classroom (0%)

	Pre-K AM* Enrollment Max 22	Pre-K Full Day Enrollment Max 18 (GSRP)
Monday	91%	100%
Tuesday	73%	100%
Wednesday	100%	100%
Thursday	73%	89%
Friday	91%	100%
Overall Percentage	85%	98%

\* Currently no PM Pre-K classroom (0%)

Since there are currently no PM-only enrollments, **overall** enrollment percentage is 55%.

## Lowry Center for Early Childhood Education

	Winter 2007 Participants	Winter 2008 Participants	Winter 2009 Participants	Winter 2010 Participants
Community	135	109	117	98
Students	44	38	21	28
Faculty & Staff	27	27	25	20

Age Group	FY2008	FY2009	FY2010	FY2011
Toddlers and Young Preschool	\$55 9am-4pm	\$55 9am-4pm	\$55 9am-4pm	\$55 9am-4pm
	\$31 9am-12pm	\$45 9am-2pm \$26 2-4 pm \$31 9-12am \$38 12-4pm	\$45 9am-2pm \$26 2-4 pm \$31 9-12am \$38 12-4pm	\$45 9am-2pm \$31 9am-12pm
Preschool	\$46 9am-4pm	\$46 9am-4pm	\$46 9am-4pm	\$46 9am-4pm
	\$26 9am-12pm	\$26 9am-12pm	\$26 9am-12pm	\$26 9am-12pm
Pre-K	\$46 9am-4pm	\$46 9am-4pm	\$46 9am-4pm	\$46 9am-4pm
	\$26 9am-12pm	\$26 9am-12pm	\$26 9am-12pm	\$26 9am-12pm
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
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

- Registration/Deposit Fees for community members will be \$200 per year; \$150 will be deducted from the final payment (\$50 non-refundable)
- Registration fees 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 fees of \$25.00 per occurrence will be applied to families with frequent schedule changes.
- A late fee of \$25.00 will be applied to families who have not paid their monthly tuition by the 10<sup>th</sup> of the month.

## **Lowry Center for Early Childhood Education**

### **Explanation of Major Changes**

In September, 2009, Dr. Julie Ricks-Doneen took over as the faculty director of Lowry Early Childhood Center, consistent with the goal of the SEHS to bring the Lowry Center into the Human Development and Child Studies department. Upcoming proposed additions to academic programming will require continued integration of the Lowry Center as a "lab school". An education specialist program in Early Education and Intervention is currently being proposed for implementation in Fall 2010. An undergraduate major in Teacher Development and Educational Studies (TDES) has been submitted to the Michigan Department of Education, and if accepted is proposed to begin in Fall 2011. Both of these proposed programs would bring additional Oakland undergraduate and graduate students to Lowry for student teaching, internships and research. A portion of Ricks-Doneen's salary (compared to the entire salary of the previous director) is being charged to the Lowry budget. The remainder is distributed to various Human Development and Child Studies (HDCS) funds.

### **Budget Assumptions**

#### **Revenue –**

##### Operating Revenue

- Based on 55% enrollment which is the current enrollment at Lowry as of February 2010 (see chart above).
- Tuition fees being kept the same as FY2010 due to the economy and comparing current rates to rates of similar preschool programs in the Rochester area. Families will be offered a 5% discount on the oldest sibling when enrolling two or more children. This discount is common practice among preschools.
- In previous years, Lowry has received a \$54,400 grant for the Great Start Readiness Program (GSRP). FY 2011 would have been the 3<sup>rd</sup> year in a 3-year grant cycle, but legislation has changed this so that there is a new application process each year. It is likely that programs funded in 2009-2010 will not receive funding in 2010-2011. Operating revenue shows an increase generated by selling the 8 slots allotted for GSRP recipients at \$5,570 per child, increasing revenue by \$44,560.

## Lowry Center for Early Childhood Education

### Gifts and Grants

- \$65,702 for CCAMPIS grant award for period 10/1/10-9/30/11. This is the first year in a four-year cycle.
- \$2,000 in projected gifts and investment income from endowments.

### Expenditures-

**Compensation** - Current salaries with no merit increases

**Repairs and Maintenance** – cleaning services contract based on current trend

**Utilities** – based on current trend

### Transfers –

General Fund Budget Support – Based on the estimated number of practicum students for Summer 2010

### Net –

Lowry is projecting a deficit of \$21,877 for FY2010. This deficit will be covered by the Lowry fund balance. The deficit is being projected due to the current economic recession in Metro Detroit and predictions that the economy will not rebound within the next fiscal year. Families that have withdrawn from Lowry in the past eight months have done so due to loss of job, reduction in salary, and relocation out the Metro Detroit area. Rochester area early childhood programs show a similar decline in enrollment.



**Oakland University**  
**Lowry Center for Early Childhood Education**  
**Proposed Budget - All Funds**  
**FY2011**

	FY2010 BUDGET	FY2010 ESTIMATED ACTUAL	FY2011 PROPOSED BUDGET
<b>REVENUE:</b>			
Operating Revenue	\$ 734,100	\$ 627,937	\$ 677,880
Retail Sales	-	-	-
Student Tuition Allocation	-	-	-
Gifts and Grants	110,771	110,131	67,702
Investment Income	-	-	-
General Fund Support	19,500	28,601	28,600
Total Revenue	<u>\$ 864,371</u>	<u>\$ 766,669</u>	<u>\$ 774,182</u>
<b>EXPENDITURES:</b>			
Compensation	\$ 810,065	\$ 744,637	\$ 730,804
Supplies and Services	37,340	38,040	36,000
Repairs and Maintenance	24,000	27,820	28,000
Cost of Retail Sales	-	-	-
Equipment	-	-	-
Insurance	-	-	-
Utilities	2,505	2,460	1,255
Debt Service	-	-	-
University Overhead	-	-	-
Other Transfers	-	(700)	-
Total Expenditures	<u>\$ 873,910</u>	<u>\$ 812,257</u>	<u>\$ 796,059</u>
Net Revenue	<u>\$ (9,539)</u>	<u>\$ (45,588)</u>	<u>\$ (21,877)</u>
<b>Ending Balances prior to Major Cap.Expenditures:</b>			
Restricted Fund Balance *	\$ -	\$ -	\$ -
Unrestricted Fund Balance	161,347	125,298	103,421
Less: Major Capital Expenditures	-	-	-
Total Fund Balance	<u>\$ 161,347</u>	<u>\$ 125,298</u>	<u>\$ 103,421</u>
Restriction 1		\$ -	
Restriction 2		-	
Restriction 3		-	
Restricted Fund Balance *		<u>\$ -</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. The extension provides for an annual guaranteed payment of \$135,000, plus 6% of gross box office revenues over \$3.5 million.

The Festival's 2009 schedule included two weekend visits by the Detroit Symphony Orchestra, for a total of five performances. Besides classical offerings, the Festival's events included rock, jazz, country, comedy, adult contemporary and family entertainment.

### Key Performance Indicators

	<u>FY2008</u>	<u>FY2009</u>	<u>Projected FY2010</u>
Attendance	88,335	80,006	75,000
Gross Revenue	\$1,823,204	\$1,670,565	\$1,600,000
Number of Events	35	34	34

### Budget Assumptions

The FY2011 budgeted revenue is consistent with the extended agreement and historical investment income. The budgeted expenses include insurance, supplies and services, and compensation.

**Oakland University**  
**Meadow Brook Music Festival**  
**Proposed Budget - All Funds**  
**FY2011**

	<b>FY2010 BUDGET</b>	<b>FY2010 ESTIMATED ACTUAL</b>	<b>FY2011 PROPOSED BUDGET</b>
<b>REVENUE:</b>			
Operating Revenue	\$ 135,000	\$ 135,000	\$ 135,000
Retail Sales	-	-	-
Student Tuition Allocation	-	-	-
Gifts and Grants	-	-	-
Investment Income	6,000	7,000	7,500
General Fund Support	-	-	-
Total Revenue	<u>\$ 141,000</u>	<u>\$ 142,000</u>	<u>\$ 142,500</u>
<b>EXPENDITURES:</b>			
Compensation	\$ 7,300	\$ 7,300	\$ 7,225
Supplies and Services	2,500	2,500	2,500
Repairs and Maintenance	-	-	-
Cost of Retail Sales	-	-	-
Equipment	-	-	-
Insurance	4,490	4,991	4,991
Utilities	-	-	-
Debt Service	-	-	-
University Overhead	-	-	-
Other Transfers	-	-	-
Total Expenditures	<u>\$ 14,290</u>	<u>\$ 14,791</u>	<u>\$ 14,716</u>
Net Revenue	<u>\$ 126,710</u>	<u>\$ 127,209</u>	<u>\$ 127,784</u>
<b>Ending Balances prior to Major Cap.Expenditures:</b>			
Restricted Fund Balance *	\$ -	\$ -	\$ -
Unrestricted Fund Balance	639,250	639,749	767,533
Less: Major Capital Expenditures	-	-	-
Total Fund Balance	<u>\$ 639,250</u>	<u>\$ 639,749</u>	<u>\$ 767,533</u>
Restriction 1		\$ -	
Restriction 2		-	
Restriction 3		-	
Restricted Fund Balance *		<u>\$ -</u>	

## Meadow Brook Theatre

### Description of Program

Oakland University's (University) five-year Agreement with The Theatre Ensemble (Ensemble), a non-profit corporation, to lease Meadow Brook Theatre (MBT) facilities ended June 30, 2008, and since that time, has been extended on a month-to-month basis. All contractual payments from the Ensemble have been paid in a timely manner. 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.
- Increased opportunities for a strong relationship between the Ensemble and the University's students, particularly those in the academic theatre program.

MBT 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>FY2008</u>	<u>FY2009</u>	Projected <u>FY2010</u>
Total Attendance	68,548	62,155	63,500

### Budget Assumptions

Due to economic considerations, the University has waived the FY2011 10% increase in the weekly fixed rent. Rent revenue covers expenses for repairs; maintenance; insurance and utilities to maintain the auxiliary operation and provides net revenue for major capital expenditures.

**Oakland University**  
**Meadow Brook Theatre**  
**Proposed Budget - All Funds**  
**FY2011**

	FY2010 BUDGET	FY2010 ESTIMATED ACTUAL	FY2011 PROPOSED BUDGET
<b>REVENUE:</b>			
Operating Revenue	\$ 85,000	\$ 85,000	\$ 81,500
Retail Sales	-	-	-
Student Tuition Allocation	-	-	-
Gifts and Grants	-	-	-
Investment Income	-	-	-
General Fund Support	-	-	-
Total Revenue	<u>\$ 85,000</u>	<u>\$ 85,000</u>	<u>\$ 81,500</u>
<b>EXPENDITURES:</b>			
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	3,445	3,495	3,576
Utilities	50,000	50,000	48,000
Debt Service	-	-	-
University Overhead	-	-	-
Other Transfers	-	-	-
Total Expenditures	<u>\$ 56,945</u>	<u>\$ 56,995</u>	<u>\$ 55,076</u>
Net Revenue	<u>\$ 28,055</u>	<u>\$ 28,005</u>	<u>\$ 26,424</u>
<b>Ending Balances prior to Major Cap.Expenditures:</b>			
Restricted Fund Balance *	\$ -	\$ -	\$ -
Unrestricted Fund Balance	202,847	202,797	229,221
Less: Major Capital Expenditures	-	-	-
Total Fund Balance	<u>\$ 202,847</u>	<u>\$ 202,797</u>	<u>\$ 229,221</u>
Restriction 1		\$ -	
Restriction 2		-	
Restriction 3		-	
Restricted Fund Balance *		<u>\$ -</u>	

## 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, 24-hour computer lab access, 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>FY2009</u>	<u>Projected FY2010</u>
Number of meeting room reservations	5,735	5,821
Number of meeting attendees	256,963	307,017

- 12,303 pedestrian entries were recorded on the first day of Fall Semester.
- 209,546 entries during September 2009 with a total of 1,062,245 entries from July 2009 through February 18, 2010.
- 277 Banquet Room events were held with 61,516 attendees.
- 340 days of operation.
- Completed food court Chick-Fil-A enhancements.

### Explanation of Major Changes

- FY2010 reflects an increase in compensation due to bargaining unit retroactive pay and benefit distribution.

### Budget Assumptions

1. Student Tuition allocation increase of 2 percent.
2. University overhead increase is due to a reduction in investment income.
3. Total transfer activity \$244,098 includes:
  - a. \$178,423 general fund support (transfer out)
  - b. \$89,400 food service amortization (transfer out)
  - c. \$23,725 technology support (transfer in)

**Oakland University**  
**Oakland Center**  
**Proposed Budget - All Funds**  
**FY2011**

	FY2010 BUDGET	FY2010 ESTIMATED ACTUAL	FY2011 PROPOSED BUDGET
<b>REVENUE:</b>			
Operating Revenue	\$ 1,445,760	\$ 1,465,760	\$ 1,482,400
Retail Sales	-	-	-
Student Tuition Allocation	1,011,962	1,011,962	1,032,201
Gifts and Grants	800	250	-
Investment Income	12,000	2,500	2,500
General Fund Support	-	-	-
Total Revenue	<u>\$ 2,470,522</u>	<u>\$ 2,480,472</u>	<u>\$ 2,517,101</u>
<b>EXPENDITURES:</b>			
Compensation	\$ 1,010,422	\$ 1,041,633	\$ 1,062,600
Supplies and Services	272,980	259,000	266,770
Repairs and Maintenance	260,820	268,000	276,040
Cost of Retail Sales	-	-	-
Equipment	65,832	30,000	30,000
Insurance	23,612	24,197	23,682
Utilities	464,800	473,662	472,500
Debt Service	80,866	80,866	80,866
University Overhead	1,695	1,695	55,811
Other Transfers	239,271	260,093	244,098
Total Expenditures	<u>\$ 2,420,298</u>	<u>\$ 2,439,146</u>	<u>\$ 2,512,367</u>
Net Revenue	<u>\$ 50,224</u>	<u>\$ 41,326</u>	<u>\$ 4,734</u>
<b>Ending Balances prior to Major Cap.Expenditures:</b>			
Restricted Fund Balance *	\$ -	\$ -	\$ -
Unrestricted Fund Balance	985,211	976,313	856,047
Less: Major Capital Expenditures	125,000	125,000	-
Total Fund Balance	<u>\$ 860,211</u>	<u>\$ 851,313</u>	<u>\$ 856,047</u>
Restriction 1		\$ -	
Restriction 2		-	
Restriction 3		-	
Restricted Fund Balance *		<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 all personnel. The department also has property management responsibilities for the Meadow Brook Subdivision.

### Key Performance Indicators

	<u>FY2008</u>	<u>FY2009</u>	<u>FY2010</u>
Opening Occupancy	1,698	1,817	1,932
Renovation and Refurbishing Projects	\$1,022,522	\$890,593	\$1,432,300 (est.)
Chartwell's Board Rate Increase	3.25%	3.8%	4.5%

This past year the following housing projects were completed:

- Matthews Court and Cottage Smoke Detector System Project
- Hamlin Hall Bathroom Wainscoting and Vanity Project
- USA Security Camera Project

### FY2010 Explanation of Major Changes

The increase in Operating Revenue over the Board approved FY2010 budget is due to higher than budgeted occupancy.

The increase in Compensation is due to an increase in student employment.

The increase in Supplies and Services expenses is due to higher occupancy and food service charges.



## Department of University Housing

### FY2011 Budget Assumptions

- 1). The **Residence Hall** budget reflects a 4.5 percent double room rate increase in room and board. The proposed room rates take into account occupancy and comparables. The recommended rates are as follows:

Year	FY2009	FY2010	FY2011
Academic Year Rate (double room)	\$7,100	\$7,350	\$7,680
Academic Year Rate (single room)	\$7,990	\$7,990	\$8,350
Summer Semester – Base Rate (double room)	\$3,190	\$2,300	\$2,400
Summer Semester – Base Rate (single room)	\$3,490	\$2,500	\$2,610
Percentage Increase (Acad. Yr – double)	6.5%	3.5%	4.5%

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

Year	FY2009	FY2010	FY2011
Academic Year Rate (3 and 4 Bedrooms)	\$5,655	\$5,825	\$6,090
Academic Year Rate (2 Bedrooms)	\$5,945	\$6,125	\$6,400
Summer Semester Rate (3 and 4 Bedrooms)	\$2,765	\$2,765	\$2,890
Summer Semester Rate (2 Bedrooms)	\$3,070	\$3,070	\$3,210
Percentage Increase (Acad. Yr– 3&4 BR)	5.0%	3.0%	4.5%

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

Year	FY2009	FY2010	FY2011
<b>Matthews Court - monthly rate</b>	<b>\$685</b>	<b>\$700</b>	<b>\$730</b>
Percentage Increase	0.0%	2.2%	4.5%

## Department of University Housing

### FY2011 Budget Assumptions (continued)

- 4). The increase in Compensation is due to an increase in student employment.
- 5). The increase in Supplies and Services is due to an increase in occupancy and a proposed 3.5 percent increase in Chartwells Food Service rates.
- 6). The budget reflects \$1.7 million in Major Capital Expenditures as outlined in the attachment.

**Oakland University  
University Housing  
Proposed Budget - All Funds  
FY2011**

	FY2010 BUDGET	FY2010 ESTIMATED ACTUAL	FY2011 PROPOSED BUDGET
<b>REVENUE:</b>			
Operating Revenue	\$ 12,478,069	\$ 12,869,455	\$ 13,352,731
Retail Sales	-	-	-
Student Tuition Allocation	-	-	-
Gifts and Grants	-	-	-
Investment Income	-	-	-
General Fund Support	7,500	7,500	7,500
Total Revenue	<u>\$ 12,485,569</u>	<u>\$ 12,876,955</u>	<u>\$ 13,360,231</u>
<b>EXPENDITURES:</b>			
Compensation	\$ 2,683,049	\$ 2,718,049	\$ 2,901,008
Supplies and Services	3,571,016	3,841,016	3,889,017
Repairs and Maintenance	1,060,000	1,060,000	1,060,000
Cost of Retail Sales	-	-	-
Equipment	206,000	268,514	239,180
Insurance	135,000	135,000	99,600
Utilities	1,463,000	1,463,000	1,300,000
Debt Service	1,493,500	1,503,061	1,493,500
University Overhead	315,421	315,421	353,324
Other Transfers	44,700	21,410	66,450
Total Expenditures	<u>\$ 10,971,686</u>	<u>\$ 11,325,471</u>	<u>\$ 11,402,079</u>
Net Revenue	<u>\$ 1,513,883</u>	<u>\$ 1,551,484</u>	<u>\$ 1,958,152</u>
<b>Ending Balances prior to Major Cap.Expenditures:</b>			
Restricted Fund Balance *	\$ -	\$ -	\$ -
Unrestricted Fund Balance	2,338,347	2,375,948	2,901,800
Less: Major Capital Expenditures	1,432,300	1,432,300	1,700,000
Total Fund Balance	<u>\$ 906,047</u>	<u>\$ 943,648</u>	<u>\$ 1,201,800</u>
Restriction 1		\$ -	
Restriction 2		-	
Restriction 3		-	
Restricted Fund Balance *		<u>\$ -</u>	

**Oakland University**  
**University Housing**  
**Proposed Major Capital Expenditures**  
**FY2011**

<b>Item Description</b>	<b>Estimated Cost</b>
Hamlin Hall Window Replacement	\$ 1,020,000
Hamlin Carpet Replacement	100,000
Renovations to West Vandenberg Student Rooms (Career Services Relocation)	100,000
Student Cottage Roadway Accessibility Improvement	175,000
Matthews Court Wiring	105,000
Engineering Consulting Fees for Major Infrastructure Renovations	200,000
<b>FY2011 Total</b>	<u><u>\$ 1,700,000</u></u>