

## IBBM Committee Meeting Notes

Date: 11/06/2020

### Attendance:

Beth Vottero; Marla Funk; Pitparnee Stomper; Dawn Pollock; Elaine Cary; George Kacenga; Jonathan Swarts; Laurie Brookhart; Lawrence Hamer; Libbie Pelter; Lisa Hopp; Liz Depew; Maja Marjanovic; Mohammad Zahraee; Niaz Latif; Oriana White; Paul McGrath; Russ Mulling; Scott Iverson; Omar Sahmoudi; Kim Thomas; Chris Holford; Steve Turner; Timothy Winders; Yohlunda Mosley; Tom Keon

IBBM FY21 1st Quarter expected deficit and R&R savings update by Kim.

College Revenue meetings – FY22 Forecast update by Chris.

ZBB timeline and current status update by Omar.

### Space:

Update on the new space audit provided by Steve and Kim.

Unassignable space cost changes in relation to billing hours

Service center space is part of general space not assigned to the service center.

Current unassignable space charged 100% to the College of instruction.

Provide a model showing 65% 35% unassignable space instead of 100%. Kim & Omar

### Implementation check List

- IBBM Review Committee meet quarterly (revisit ever 3 years)
  - Chaired by Provost Office staff member
- **F&A recovery:** Assigned to the Provost's office and the deans.
- **Revenue sharing of Full Cost recovery programs - Continuing Education & Online programs.**
- Training – Dept. Chairs/Heads and Business Managers
- **Reporting –Standards / Quarterly**
- Strategic Enhancement Fund – Request
- Decentralized and centralized decisions – merit increases, recruitment etc.
- **University Budget Advisory Committee (UBAC) role**
- Revenue Shortfall/Budget Reductions – Service Centers

Merit increase need board of trustee approval.

Tuition parity between Fort Wayne and PNW – SLT will work with deans.

Oversight committee to be established to review the IBBM model going forward.