Monitor Newsletter August 24, 1992

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Employees may receive a pay raise in January

Faculty and staff hopefully can look forward to early 1993 for their first pay raise in two years following approval of a salary increase proposal by the Board of Trustees on Aug. 14.

The increase, which was proposed by President Olscamp and is contingent on there being no further state-ordered budget cuts, will be given in January 1993. The amount of the increase will be determined later.

"Because of the recession, declining state revenues and subsequent budget cuts, we have been unable to provide pay increases the past two years," Olscamp said. While acknowledging that the budget situation continues to be bleak, he said he was "determined" to recommend salary increases this year. The 1992-1993 budget has a reserve built into it which can be used to offset any future state budget reductions or for salaries. If there are no cuts or indication of cuts during the next four months, the trustees have agreed that a pay increase can be given in January.

According to the proposal, there may be funds available from the Educational Budget Reserve in the approved 1992-93 Educational Budget and the difference between the 15 percent subsidy cut which was planned for in that budget and the initial 10.5 percent cut which the University actually received on July 1.

"There still may be further reductions and things are very uncertain," Olscamp said. "That is why we haven't gone ahead to make salary increases at this time; it's too unstable. But we wanted to let people know there is a possibility. The money will either go back to the state for further reductions or it will be distributed for salaries."

Olscamp said he was "pleased" that the action had been taken because Bowling Green's faculty and staff "are very deserving of a pay increase." Over the past two years, BGSU employees have continued their outstanding performance during some of the most difficult times ever experienced by this University, he added.

Also at the meeting, the trustees approved a resolution for proposed uses of internal endowment funds. The University has been developing the fund for several years with the interest intended to be used to improve the quality of academic programs.

The board members designated the interest income to be used to augment operating budgets of which may include expenditures to improve instructional development and faculty scholarship; to

Current budget situation comprises long list of events

The following is a chronology of events detailing the budget situation during the past two years at Bowling Green State University:

NOV. 6, 1990 — President Olscamp sends a statement to Faculty Senate, and the University community, temporarily freezing authorization of hiring for new and replacement non-faculty positions.

NOV. 8, 1990 — Olscamp paints a cautious picture of the University's future in anticipation of the state's possible budget cuts during his annual visit to Administrative Staff Council. He anticipated a two to three percent reduction to the University's budget.

FEB. 11, 1991 — Gov. George Voinovich orders a $1.9 million cut to the BGSU budget as part of a $44.8 million cut to the state higher education budget. The cut is the result of a three percent reduction in state instructional subsidies and a five percent reduction in noninstructional subsidies. In addition, the governor's budget calls for a cap on tuition increases at the state's universities that would limit Bowling Green to an eight percent fee increase.

FEB. 18, 1991 — To meet state reductions, the University anticipates a two percent cut in noninstructional budgets.

MARCH 25, 1991 — Under Voinovich's proposed state budget for the next biennium, Bowling Green faces a $4.38 million reduction from its 1990-91 instructional subsidy. Also, a seven percent cap that has been set on student fee increases.

APRIL 2, 1991 — Dr. Christopher Dalton, vice president for planning and budgeting, reports to Faculty Senate regarding budget expectations for the next two years. He indicates that the net instructional subsidy for the main campus is projected to be approximately $3.6 million (36 percent) lower in 1991-92. Dalton says increases in spending will have to be kept to a minimum.

APRIL 10, 1991 — Departmental meetings are called to plan proposed cuts for five to seven percent reductions.

APRIL 22, 1991 — Olscamp assures Faculty Senate that the University is financially stable, but adds that the next two years are going to require tight budgeting and some "very serious reductions." He outlines three priorities: the preservation of essential academic programs; avoiding, except as a last resort, the termination of jobs; and the preservation of overall levels of compensation.

APRIL 29, 1991 — Olscamp holds a campus wide forum and tells employees that budget cuts are likely to be greater than in the best years. He said that the hiring freeze would continue. Administrators would hold back on expenditure of carryover monies and not commit any cash.

MAY 10, 1991 — The Board of Trustees recommends to the General Assembly to at least maintain the original

The monitor

Continued on page 4

Nonprofit Organization
U.S. Postage Paid
Permit No. 1
Bowling Green, Ohio

Most people think of a quilt as something that keeps them warm in the winter. But they also can be works of art as seen by these details of quilts on display at the 23rd annual National Quilting Association show entitled "Ohio Stars" that took place on campus Aug. 11 through 16. More than 10,000 people attended the show which featured nearly 700 quilts representing 38 states plus Canada and New Zealand.
On June 26, 1992, the Board of Trustees approved the University's 1992-1993 educational budget that included spending reductions of $6.18 million. The following is information on where the cuts were made and how they affect each vice presidential area.

<table>
<thead>
<tr>
<th>Vice President</th>
<th>'91-'92 Budget</th>
<th>Personnel Reduction</th>
<th>Operating Reduction</th>
<th>Total Reductions</th>
<th>Percent Reduction</th>
</tr>
</thead>
<tbody>
<tr>
<td>for Academic Affairs</td>
<td>$2,760,254</td>
<td>$2,665,158</td>
<td>$661,197</td>
<td>$3,246,355</td>
<td>4.46%</td>
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<tr>
<td>for Planning and Budgeting</td>
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<td>$450,946</td>
<td>$161,516</td>
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<td>8.30%</td>
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<tr>
<td>for Operations</td>
<td>$8,820,274</td>
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<td>$278,255</td>
<td>$941,686</td>
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<tr>
<td>for Student Affairs</td>
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<td>$74,152</td>
<td>$80,930</td>
<td>$154,412</td>
<td>6.37%</td>
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<tr>
<td>for University Relations</td>
<td>$2,270,167</td>
<td>$37,500</td>
<td>$184,164</td>
<td>$221,664</td>
<td>9.76%</td>
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<td>President's Office</td>
<td>$754,284</td>
<td>-</td>
<td>$67,619</td>
<td>$67,619</td>
<td>8.96%</td>
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<tr>
<td>Benefits</td>
<td>$19,706,900</td>
<td>$508,478</td>
<td>-</td>
<td>$508,478</td>
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<tr>
<td>Miscellaneous</td>
<td>$7,659,137</td>
<td>-</td>
<td>$325,126</td>
<td>$325,126</td>
<td>4.27%</td>
</tr>
</tbody>
</table>

**UNIVERSITY TOTAL**

$121,798,986 | $4,322,567 | $1,659,137 | $6,181,704 | 5.09% |

**How the budget reductions were determined**

The total aggregate budget cut of $6.18 million from the 1992-93 budget, approved by the Board of Trustees, followed the recommendations forwarded to President Dining by the Faculty Senate and University Relations. The cuts were based on reductions in each vice presidential area—consequent of the state's anticipated budget deficit of at least $1.07 billion for 1992-93—the committee deliberated for several months before making a final recommendation. The 1992-93 educational budget assumed an expected subsidy reduction of 13 percent (approximately $43 million) and a reduction of $221.6 million, 25 percent, in other non-operating income. The state subsidy was cut by $35.3 million, 36 percent, and the subsidy cut was $12.3 million, 73 percent, on top of previous cuts. Also, the budget committee and vice presidential areas made it clear that efforts must be made to permanently reduce the University's fixed personnel budget, which accounts for nearly 80 percent of expenditures. During 1991-92, revenue enhancement and cost containment is at the forefront of all campus. This fall in the state subsidy and the total $629.5 million in other non-operating income will result in a $582.8 million deficit. The structures of the University will be underwritten which will result in further change. It is a process that must be done if the University is going to maintain the strength and stability of its core mission activities.

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The budget committee also determined how the $6.18 million in reductions would be distributed among the vice presidential areas. It was left up to each area to determine the specific cuts needed to meet the reduction targets.

Though no area within the University, other than the president's office and financial aid, was exempt from budget cuts, the non-instructional areas saw the brunt of the reductions.

### Distribution of $6.18 Million Budget Reductions by VP Area (and Amounts)

- **Benefits** $6,286,479
- **MISC** $236,126
- **VPUR** $67,619
- **VPVSA** $221,664
- **VPVPO** $154,412
- **VPVPP** $941,164
- **VPVPPB** $615,364
- **RESERVE** $1,642,134
- **MISC** $5,138,512

**1992-93 BGSU Educational Budget ($120,938,340)**

- **VPA** $7,951,848
- **VPP** $8,789,709

**University reductions summary by VP area**

- **Planning and Budgeting**
  - Six layoffs (two clerk II, four telephone operators)
  - Six vacant positions eliminated
  - Elimination of 24-hour on-call days per week
  - Reduction in telephone operator service in summer on weekends
  - Elimination of registrar's telephone switchboard
  - Reduction in use of on-call employees in registration
  - Shift of computer services personnel expenses to telecommunications

- **University Relations**
  - No layoffs
  - Three recent positions eliminated
  - Significant reduction in WBGU-TV educational budget
  - Shift of expenses from alumni development/WBGU-TV to private sources of revenue
  - Reduction in the number of student assistants
  - Elimination of Green Sheet and arts calendar
  - Reductions in admission publications
  - Reduction in student support in publications

- **Student Affairs**
  - Seven layoffs (two clerk II, one director, one non-essential)
  - One vacant position eliminated
  - Elimination of Office of Research and Evaluation
  - Career planning functions redirected and transferred to placement, elimination of two positions
  - Pre-college summer program for minority high school students will be scaled back
  - Repair work services in units until residence halls will be completed

- **Academic Affairs**
  - Two layoffs (student services counselor, secretary)
  - Seven vacant positions eliminated
  - Increased expenditures in instructional budget
  - General elimination of non-supervisory level positions
  - Increased expenditure in part-time faculty research grants
  - Elimination of Office of Institutional Studies
  - Elimination of Center for Academic Options
  - Reduction in summer instructional salaries
  - Reduction in library acquisitions

- **Operations**
  - Eight layoffs (seven maintenance, two custodial, one personnel, seven trades, one public safety)
  - Six vacant positions eliminated
  - General elimination of selected supervisory levels
  - Reduction in frequency and level of building maintenance
  - Reduction in maintenance and grounds maintenance
  - Drastic reductions in housekeeping for non-instructional
  - Construction
  - Reductions for unspecified plant services
  - Reductions in non-maintenance
  - Reduction in weekend custodial service in residence halls

- **President's Area**
  - Reductions in travel, Board of Trustees expenses, legal services, campus and public events and EEO advertising
Moore and McF llen explain rules and process involved in unionization

All public employees have the right to unionize. John Moore, director of the Office of Personnel Services, told the leaders of an organization of employees forming a union that the union does not have to negotiate with everyone, but may negotiate with management of the group that employs the majority of those employees.

The process begins when 30 percent of an organization of employees wish to unionize. They then have to present their proposal to their union's bargaining group. Frequently there are arguments about which employees should be included in the unit. Propositions B and C will also make a ruling on this.

The election is set by secret ballot, and a union is approved whenever a majority of those voting choose to unionize. The process, according to Moore, is still under negotiation.

BUDGET

From the floor

1990-91 levels of support for instructional autonomy and a urge that support be given as well to the entire Excellence Program of the Ohio Board of Regents. "The state is not only into cutting costs," said the representative, "and Ohio State is at the risk of life of its citizens."

Moore responded:

"I'm not an expert on state layovers. If layoffs are needed, McF llen is an expert on great benefit and I've been a part of the unionization process."

As an explanation begins, McF llen said that layoffs will be a part of the management decision and will always be a part of the unionization process. The sooner that managers and employees are notified, the sooner they can begin to plan for the future. For further information, contact Janet Donaldson at 425-3977.

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