

Academic Affairs Budget Hearing for 2008-2009

Academic Unit: Allied Health Sciences

Account: 05-631-57 Title: AHLT-CTE

Budget Category	7/1/2007 Budget	Proposed Budget	Change
Personnel			
Faculty Personnel			
Professional Personnel			
Bi-Weekly Personnel			
Adjunct Salaries (2300)	9644	13668	4024
Hourly Wages (3000,3500)			
Fixed Costs			
Monthly Telephone Charges (4085)			
Network Fees (4021)			
Long distance (4086)			
Externally Determined Costs	1700	1800	100
Dues to Accrediting Agencies			
Annual Software Use Charges			
Other:			
Remaining Supplies and Expenses	4000	6000	2000
Total Travel Budget			
Account Total	15344	21468	6124

Explanation of Changes: (expand each area below as needed to provide detail)

1. Personnel Expenses: The budgeted amount for PT faculty for FY 2007 was \$ 9,644. However, there has been an unanticipated cost associated with the BS in MIT program, specifically regarding the ultrasound course. This course requires an individual credentialed in ultrasound and none of the FT faculty are so trained. This required us to hire an adjunct to teach the laboratory portion of the course at an additional cost of \$2,532 per academic year. This amount is addition to the \$7,596 currently being

expended for an adjunct faculty member to teach three classes per year in the Coding Technology Certificate program. Enrollment for this program (Fall = 21 students) is above that which was anticipated for the fall. This individual has also reached the “veteran” adjunct rate which has also increased costs. There was also an uncovered class which required overload to be paid for two FT faculty to share the teaching load for this course in the Fall. It is currently anticipated that total costs for adjuncts for FY 2007 will be around \$13,668. Thus there will be a shortfall of **\$4,024** for adjunct salaries alone.

3. External Costs: JCERT fees have increased for 2008 from \$1,700 to \$1,800/yr/

4. Remaining Supplies and Expenses: Teaching Supplies -- As the program matures, additional teaching supplies have been needed. So far this FY, **\$648** have been spent for this purpose. Some of these monies have been shifted from the NIMS budget.

Repairs – As equipment ages it is subject to wear and tear. So far this FY, **\$890** (estimated repair cost – not final amount) have had to be encumbered. These funds have been shifted from the NIMS budget. We are estimating a need for **\$2,000** extra for next year.

Notes:

Income: Based on fall 2007 actual enrollments, income (does not include additional fees such as lab, student activity, technology and parking fees) for AHLT is \$85,246. The same amount is anticipated for the Spring of 2008, bringing the total for fall and spring 2007 – 2008 to **\$170,492**.

Accreditation Visit – Printing, duplication and postage for the self-study -- \$506; Hotel - \$351; JCERT Fees -- \$2,500; **Total: \$4,857**. These funds have been paid out of the regular AHLT budget which was allocated \$ 1,700 for membership fees, but nothing for accreditation visits.

Academic Affairs Budget Hearing for 2008-2009

Academic Unit: School of Business

Account: 0563200 Title: General Funds

Budget Category	7/1/2007 Budget	Proposed Budget	Change
Personnel			
Faculty Personnel	0	\$82,000	\$82,000
Professional Personnel			No change
Bi-Weekly Personnel			No change
Adjunct Salaries (2300)			Change dictated by the search
Hourly Wages (3000,3500) <i>Student tutors</i>	0	\$3,000	\$3,000
Fixed Costs			
Monthly Telephone Charges (4085)			No change
Network Fees (4021)			No change
Long distance (4086)			No change
Externally Determined Costs			
Dues to Accrediting Agencies			No change*
Annual Software Use Charges			No change
Other: AACSB Mid- Continent East membership fees	\$50	\$150	\$100
AACSB advising	\$0	\$1,000	\$1,000
Remaining Supplies and Expenses			
(1) Relocation (5070)	\$0	\$250	\$250
(2) Publication Outside (4055): NC Indiana,	\$900	\$2,500	\$1,600

MBA and Undergraduate Postcards			
(3) Community visibility: partial support for Collegiate Management Program and SIFE	\$0	\$2,000	\$2,000
(4) Delta Sigma Pi Initiation cost	\$0	\$1,000	\$1,000
(5) International Affiliation match for the proposal to be submitted to IU Bloomington	\$0	\$1,500	\$1,500
(6) Contemp. Entre. Cert	\$0	\$1,000	Will come from 05-632-01
Total Travel Budget	\$14,360	\$18,110	\$3,750
Account Total			\$97,200

Explanation of Changes: (expand each area below as needed to provide detail)

1. Personnel Expenses:

- (i) The tenure track faculty position came open due to Dr. Yong-Sik Hwang's resignation in the academic year 2006-07. The position is vacant for 2007-08 but the search was approved by Chancellor Person in April 2007 effective for fall 2008. The offer was made on December 14. Although, the change from 07-08 is recorded as **\$82,000**, not all of it is "new" money.
- (ii) Student tutor for A 201, A 202, K 201, and E 270: **\$3,000**

2. Fixed Costs:

- (i) No change

3. Externally Determined Costs:

- (i) AACSB Mid-continent East fee has changed from \$50 to \$150: **\$100**
- (ii) AACSB will appoint a peer advisor in July 2008 who needs to come to our campus a couple of times in 2008-09 to provide us consultative inputs: **\$1,000**

4. Remaining Supplies and Expenses:

- (i) Relocation cost for one faculty: **\$250**
- (ii) Publication outside: NC Indiana for \$1,500; the current budget is \$900 at a differential of **\$600**; UG and MBA post cards: **\$1000**
- (iii) SIFE and Collegiate Management Program to build campus visibility: **\$2,000**
- (iv) Delta Sigma Pi—we propose to initiate a chapter at an initiation cost of approximately **\$1,000**
- (v) JY Kim and I will submit a mutual affiliation grant to IU Bloomington for \$6000 for the Korean Exchange program for which the campus match is required, i.e., **\$1,500** in 08-09, and \$1,500 in 09-10.
- (vi) Cotemporary entrepreneurship certificate adjuncts: supplies and photocopies: **\$1,000** (Per Tim Sehr, the photocopying costs for adjuncts teaching in contemporary certificate must be charged to 05-632-01)

5. Travel:

- (i) CPE for the faculty holding CPA certification: $\$1,250 \times 3 = \mathbf{\$3,750}$
This should be added to the base travel budget.

6. Other Spending Categories Not Covered:

Future accreditation related expenses we must be cognizant of.

Year	Membership Dues	Accreditation Fee	First New Standards Review Fee	Total
2008-09	\$2,200	\$1,800	n/a	\$4,000
2009-10	\$2,200	\$1,800	n/a	\$4,000
2010-11	\$2,200	\$1,800	\$7000	\$11,000
2011-12	\$2,200	\$3,600	n/a	\$5,800
2012-13	\$2,200	\$3,600	n/a	\$5,800
...	

The fees do not cover the traveling and other related expenses of the peer-review team in 2009-10 and 2010-11.

Academic Affairs Budget Hearing for 2008-2009

Academic Unit: Continuing Studies

Account: 05-630-99 Title: Special Programs

Budget Category	7/1/2007 Budget	Proposed Budget	Change
Personnel			
Faculty Personnel			\$9,750
Professional Personnel			
Bi-Weekly Personnel			
Adjunct Salaries (2300)			
Hourly Wages (3000,3500)			\$15,600 \$7,000
Fixed Costs			
Monthly Telephone Charges (4085)			\$300
Network Fees (4021)			
Long distance (4086)			
Externally Determined Costs			
Dues to Accrediting Agencies			
Annual Software Use Charges			
Other:			
Remaining Supplies and Expenses			
Total Travel Budget			
Account Total			\$32,650

Explanation of Changes: (expand each area below as needed to provide detail)

1. Personnel Expenses:

- 1) Five resident faculty stipends for hybrid course development*\$1950=\$9,750
- 2) Hourly advisor (1080 hours*\$14.5 =\$15,660) +FICA and + PERF after 1000 hours
- 3) Student hourly \$7000 for placement testing, including evenings and weekends, and support for INVENTREK office

2. Fixed Costs:

Hourly Advisor telephone (12 mos. *\$25=\$300)

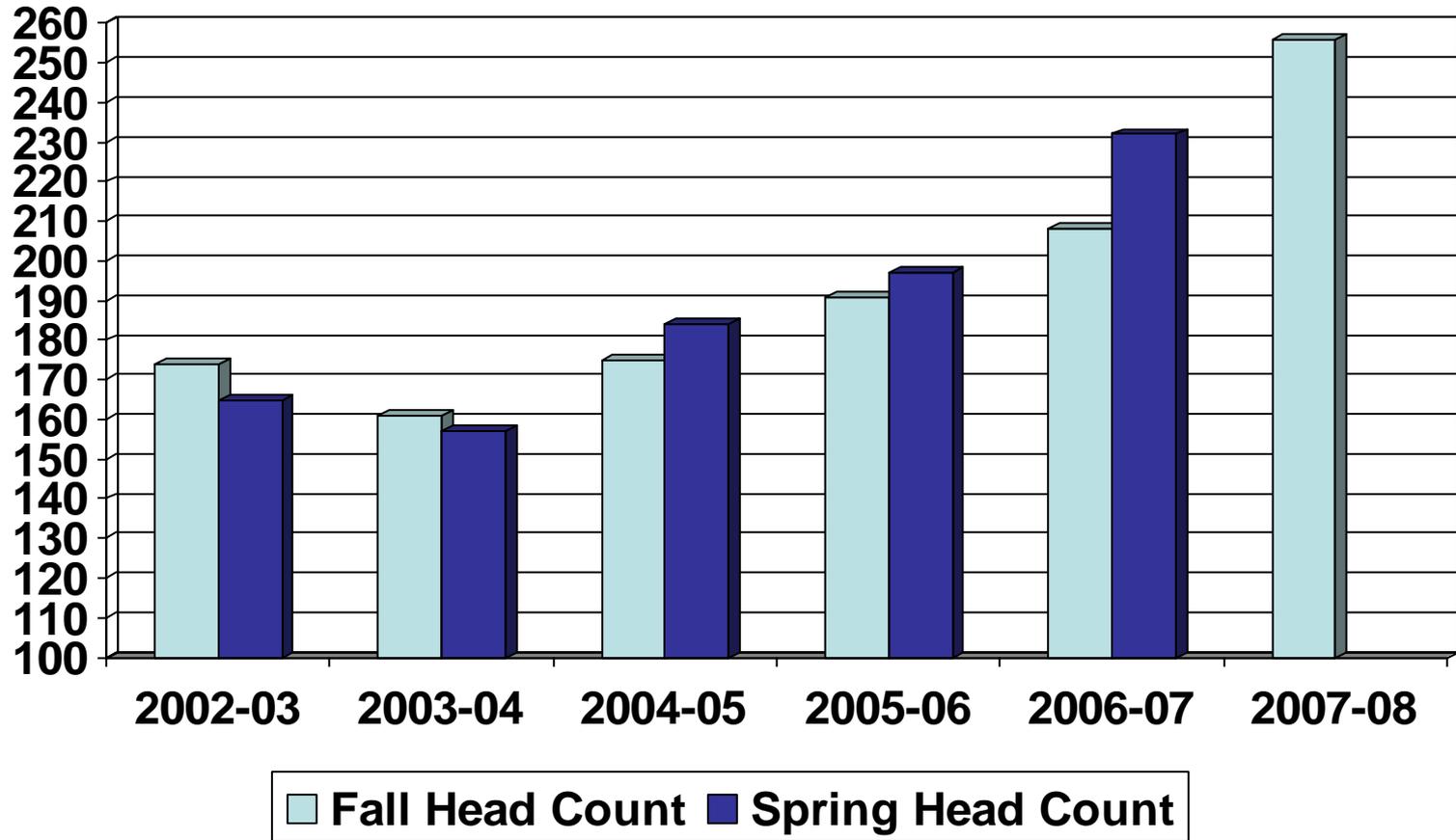
3. Externally Determined Costs:

4. Remaining Supplies and Expenses:

5. Travel:

6. Other Spending Categories Not Covered:

Enrollment Growth in ACCELerated Evening College/General Studies



Academic Affairs Budget Hearing for 2008-2009

Academic Unit: Library _____

Account: 0563700 Title: Kokomo-Library

Budget Category	7/1/2007 Budget	Proposed Budget	Change
Personnel			
Faculty Personnel	270,408	310,408	40,800
Professional Personnel			
Bi-Weekly Personnel	84,365	84,365	0
Adjunct Salaries (2300)			
Hourly Wages (3000,3500)	62,368	96,800	34,432
Fixed Costs			
Monthly Telephone Charges (4085)	4,200	4,200	0
Network Fees (4021)	672	672	0
Long distance (4086)	400	400	0
Externally Determined Costs			
Dues to Accrediting Agencies			
Annual Software Use Charges	1,000	1,000	0
Other:	0	12,000	12,000
Remaining Supplies and Expenses	22,383	22,383	0
Total Travel Budget	6,310	6,310	0
Account Total	452,106	538,538	86,432
Materials Budget			
Non-Serials	40,000	60,000	20,000
Serials	340,000 Incl \$20 K from CTE	383,329	43,329
SAGE Collections	0	45,000	45,000
Total materials budget	360,000	468,329	108,329

Explanation of Changes:

1. Personnel Expenses:

A. New Librarian

The library is requesting a new position in public services - Reference/Web Design Librarian. **Approximately \$54,386 in salary and fringe benefits.**

This is the fifth year in a row that the Library has submitted a proposal for this position. The need for a librarian is crucial for the Library to continue its mission of providing excellent service to the students, faculty and staff of IU Kokomo. This position is critical in maintaining the levels of reference and Information Literacy support required and expected by our students and faculty. There is also much needed support for the library's growing Web environment as well in assisting and educating students in the rapidly growing electronic environment. This is especially important as Information Literacy has become part of the IU Kokomo General Education requirements. Without an additional librarian, the library will be hard pressed to meet the challenges we will be facing in the next 3-5 years in recruiting and retaining students.

B. Hourly wages budget

In 2007/2008, The Library's student wages were increased to compensate for the rise in the minimum wage. The majority of the library student workers are paid the minimum wage so this infusion of money was necessary to maintain staffing at a level which allows the library to remain open for the current number of hours at which it currently operates. ***In July of 2008 the minimum wage will rise to \$6.55 an hour. This will require at least an additional \$7,900 to maintain the current level of student staffing. The total required to maintain current staff levels in 2008/2009 will be \$70,286. It should be noted that the minimum wage will rise to \$7.25 an hour in July of 2009.*** An increase to \$70,286 will not provide sufficient funding to give raises to the Hourly non-student workers who staff the Reference and Circulation Desk.

The following chart reflects the amount of funding required for the Library to operate at the appropriate level to which we should be operating given our service base. This would assist the Library in providing services beyond the minimum level. This would assist us in our mission which ultimately affects student recruitment and retention.

Requested Hourly Funds:

Circulation	\$43,000
Reference	\$32,000
Archives	\$5,900
Government Documents	\$5,000
Technical Services	\$5,000

Inter Library Loan	\$5,900
Total	\$96,800

2. Fixed Costs:

No change.

3. Externally Determined Costs:

Serials Solutions Budget Request

The library requests \$12,000 to purchase software/services from Serials Solutions.

Student success in the library is dependent on the delivery of information at the time needed by the student. The Library has made a move to make resources available electronically so the student has access 24/7. This shift in research information delivery has had a definite impact on the work required by technical services personnel. Kirsten Leonard, Electronic Resources Librarian, was able to negotiate a deal with Serials Solutions at a cost reduction of 70%. Serials solution will provide 3 modules to enhance student/faculty research and access to material. One module is a tracking system for information for all online resources (paid and free) for which the library should have access; one module is an OpenURL link resolver, which will connect students to the article level for subscribed full-text; one module is for federated searching, which will allow students/faculty to search up to 100 IU Kokomo Library databases simultaneously and deliver article level linking. Serials Solution will deliver improved service to Library patrons while providing more efficient staff workflow. Successful use of the Serials Solutions products will help students use a wider range of subject specific databases. Also, the research experience will be easier than the current process, encouraging student retention and success. The modules also provide enhanced usage information which will enable more effective assessment of library resource allocations. The success of Serials Solutions will be determined by analyzing increases in database usage, usage through each module, and access success rates. A usability study will be conducted in the second or third quarter to ensure optimum success in improving the student research experience.

4. Remaining Supplies and Expenses

No change.

5. Travel:

No change

6. Other Spending Categories Not Covered:

Library Materials and Inflation rates

The total library materials budget request for FY 2008/2009 is \$468,3298 an increase of \$108,329 from FY2007/2008.

The Library is requesting additional money to cover the inflation rates of serials and monographs in order to maintain our current serials subscriptions. This is the main purpose of the library and maintenance of the collection is crucial in recruiting and retaining students and faculty.

Book Budget Request 2008-2009

**The library requests an additional \$20,000 to the base monograph budget.
(\$40,000 to \$60,000)**

The *Bowker Annual* (2007) states that the inflation rate for books since 1989 increased 53.5%. During that same period the library book budget went from a high \$186,793 to a low of \$40,000. The \$40,000 has been the consistent budgeted amount since 2003.

Although books are used less by the students, there are still subject areas that must rely on book type materials. Regardless of whether or not those books are purchased in print or as an e-book it is important to revitalize the collection, which has become outdated due to a lack of funds. Non book formats, such as CD's and DVD's are also purchased from these funds.

Since 1989 a number of new programs/certificates were approved with no funding for the library. The combination of attempting to fund new programs coupled with inflation severely eroded the buying power of the budget.

During 2006/2007 the Library used an assessment tool (LibQUAL+®) to determine normal and actual expectations for library resources and services. This assessment tool showed a faculty adequacy rate of -0.21 for the topic of Information Control. The question regarding printed library materials had an adequacy rate of -0.05.

Typical comments from this part of the survey include:

- “The actual books that are in the library are probably the least used resource, since the selection stinks.”
- “I wanted books to be on line.”
- “I mostly value the online services I can access from home and office”
- “Library needs to expand its access to electronic journals and research material, (ie. access to archives of primary sources, research data), films, documentaries etc.”

The following graph depicts the decline in the purchasing power for non serials titles since 1989, the period for which the library retained statistics.

FISCAL YEAR	FUNDS	# of non serial items purchased
1989/90	\$92,555	Unknown
1990/91	\$186,793	Unknown
1991/92	\$130,865	Unknown
1992/93	\$172,335	Unknown
1993/94	\$154,715	Unknown
1994/95	\$154,715	Unknown
1995/96	\$142,215	Unknown
1996/97	\$144,515	Unknown
1997/98	\$128,800	Unknown
1998/99	\$128,800	Unknown
1999/2000	\$82,000	Unknown
2000/01	\$70,500	Unknown
2001/02	\$81,580	1461
2002/03	\$45,070	809
2003/04	\$40,000	621
2004/05	\$40,000	1536
2005/06	\$53,768	1473
2006/07	\$40,000	1381
2007/08	\$40,000	First Six months 300

Serials budget request

Serial costs continue to have inflation rates well above the average cost of living increases. The lack of additional resources to offset inflation in the library materials budget over the last decade has seriously eroded purchasing power. To offset inflation, the Library has had to cut over 684 current and microfilm subscriptions since 2000/2001—a time when the cost of serials increased dramatically. Relatively few new journals were added and if they were the new journal titles required a cancellation of a journal title of same cost. In order to transition journal titles to electronic only (which the subscription cost generally runs higher than the print cost) or to maintain the current level of subscriptions in print form it is necessary for the materials budget to receive a 10% inflation rate.

$$\mathbf{\$320,000 \times 10\% = \$32,000}$$

The library is requesting that the serials budget be increased to \$352,000.

The following graphs the effects of inflation on serials prices and the decline in the purchasing power for serials since 1990.

Fiscal year	Budget	Inflation Rate Increase	# titles cancelled
1990/91	\$126,318	9.5%	
1991/92	\$163,371	11.7%	1
1992/93	\$187,877	12.2%	6
1993/94	\$197,500	5.5%	19
1994/95	\$197,500	9.6%	52
1995/96	\$210,000	10.4%	69
1996/97	\$212,000	10.8%	57
1997/98	\$228,215	9.9%	110
1998/99	\$228,215	10.3%	47
1999/2000	\$275,000	10.4%	84
2000/01	\$291,500	9.0%	74
2001/02	\$291,500	8.3%	56
2002/03	\$320,000	7.9%	68
2003/04	\$320,000	7.5%	381
2004/05	\$288,500	8.2%	33
2005/06	\$306,232	6.5%	41
2006/07	\$320,000	8.0%	25
2007/08	\$320,000		thru 6 mos 6

Note that these figures do not represent increases in the Serials budget but rather a reallocation of funds from the Non-Serials budget.

Miscellaneous budget requests

Additionally, the technical services operations (the buying, cataloging and handling of materials and electronic databases) in the library world continues to automate, and we find ourselves struggling to keep up with the purchasing of the software that allows us to purchase, catalog and search materials for our collections. These miscellaneous costs are never budgeted, but annual payments are required due to IU system agreements. Payment for these is taken from the materials budget.

- Annual GOBI cost (online ordering vendor records) \$350
- OCLC subscription ILL annual fee \$423
- OCLC subscription cataloging annual fee \$1922
- ISI Research Soft annual fee \$330
- Marcive record loads \$218
- SciFinder Scholar annual fee \$2999

Portico \$337
Academic Libraries of Indiana Solinet fee \$750
Group MARC Records \$4,000

Total = \$11,329 + \$352,000 for serials + \$20,000 CTE = \$383,329

Sage collections budget request 2008-2009

The Library requests \$45,000 to purchase SAGE Full-Text collections.

Assessment by the Library (LibQUAL+®) has identified student/faculty preference for research materials in an electronic format available on or off campus. The library during the 2008 calendar year will work closely with all departments to transition to electronic materials that meet the basic curriculum needs. The cost to transitioning to electronic is not equivalent of cancelling print and ordering electronic. Of highest priority is the SAGE publications.

The **SAGE Full-Text Collections** are award-winning, discipline-specific research databases of the most popular peer-reviewed journals in [Communication Studies](#), [Criminology, Education, Health Sciences, Management & Organization Studies](#), [Materials Science, Political Science, Psychology, Sociology](#), and [Urban Studies & Planning](#) published by SAGE Publications and participating societies.

The Collections provide researchers and students with a research environment that is easy to use and complete with the most up-to-date content and backfiles back to volume 1, issue 1. These titles are not available in full-text aggregators (such as EBSCOhost and the Academic Search Premier database) and are only available electronically through the purchase of the SAGE Collections.

\$5,000 per subject area = additional funds of \$45,000

The breakdowns of these increases are as follows:

\$ 20,000 book funding
\$ 43,329 serial funding
\$ 45,000 for SAGE Full-Text Collections

This is a total materials budget increase of \$108,329

Academic Affairs Budget Hearing for 2008-2009

Academic Unit: School of Public and Environmental Affairs (SPEA)

Account: 0563680 Title: A&S

Budget Category	7/1/2007 Budget	Proposed Budget	Change
Personnel			
Faculty Personnel (2000)	176,386.00	231,386.00	55,000
Professional Personnel			
Bi-Weekly Personnel (2500)	13,489.00	26,978.00	13,489.00
Adjunct Salaries (2300)	26,640.00	26,640.00	0
Hourly Wages (3000,3500)	12,138.00	16,138.00	4,000.00
Fixed Costs			
Monthly Telephone Charges (4085)	1,500.00	1,800.00	300.00
Network Fees (4021)	192.00	192.00	0
Long distance (4086)	300.00	300.00	0
Externally Determined Costs			
Dues to Accrediting Agencies	150.00	150.00	0
Annual Software Use Charges	0	0	0
Other: (5050)	150.00	150.00	0
Remaining Supplies and Expenses	1,550.00	3,000.00	1,450.00
Total Travel Budget	3,000.00	8,000.00	5,000.00
Account Total	312,918.00	392,157	79,239.00

Explanation of Changes: (expand each area below as needed to provide detail)

1. Personnel Expenses:

SPEA is requesting \$55,000 to hire one additional faculty in order to effectively implement the new MPM program (especially the health system administration concentration area) in fall 2008. SPEA currently offers four programs with two faculty and a campus dean. The SPEA program has been woefully under-funded and understaffed. The addition of the Homeland Security and Emergency Management certificate program further exacerbate the problem and continues to undermine SPEA's ability to provide basic services such as retention and the offering of adequate classes for its students. I am particularly concerned that we are unable to offer courses frequently enough to enable SPEA students to graduate in a timely manner. With or without the new MPM degree program SPEA definitely needs two additional tenure track positions.

Academic Advisor Position: SPEA is requesting additional \$4,000 to increase its advisor position from 17 hours to 25 hours a week. The increase in hours will help the SPEA advisor to effectively serve as the main recruitment officer and coordinator of orientation events. This will also enable her to participate effectively in the learning community program.

Clerical Staff: Requesting \$13,489.00 to make SPEA secretary a full-time position. The current half time secretary position dose not effectively accommodates SPEA's needs. The dean and program remain disadvantaged in terms of setting clerical priorities to grow. In most cases the dean had to perform clerical duties when the half time secretary is not available.

2. Fixed Costs:

SPEA is requesting an increase in the fixed cost by \$300 next year for telephone charges. This will increase the fixed cost to a new total of \$1,800 because of an extra telephone line for our student worker.

3. Externally Determined Costs:

Dues to Accrediting Agencies: \$150. *No change from last year*

4. Remaining Supplies and Expenses:

SPEA is requesting additional \$1,000 for printing the division's Newsletter. This amount will increase the S&E for next year to \$3,000.

5. Travel:

SPEA is requesting an increase of \$5,000 to provide additional faculty development funds. SPEA's current travel budget is \$3,000 and includes both in-state and out-of-state travel. The additional funds will allow the unit's two (and additional) probationary faculty members the exposure they need at professional conferences to advance their scholarly agendas in order to meet their promotion and tenure criteria. Additional travel funds will also allow me to be more active as a top notch scholar in national and international conference presentations. These presentations definitely would help to create a positive reputation for IU Kokomo. Further, additional funding will also allow me (the campus dean) the flexibility to use in-state funds more liberally to advance the divisions recruitment and outreach programs without depriving my faculty of much needed development funds

6. Other Spending Categories Not Covered:

- 6. A. Requesting \$1, 500 for printing and duplication. *No change from last year*
- 6. B. Postage \$400 per year. *No change from last year*
- 6. C. Requesting Personnel Service funds to pay for guest lecture and speakers \$150. *No change from last year*
- 6. D. Requesting \$200 as hospitality expenses that are incurred by hosting the SPEA Advisory Board meetings and Public Service Award Luncheon on our campus. *No change from last year*

I will appreciate if you could provide these funds for me to operate the SPEA program effectively in the 2008-2009 academic year.

Thanks for your cooperation.

Academic Affairs Budget Hearing for 2008-2009

Academic Unit: Humanities

Account: 05-631-38 Title: ARSC

Budget Category	7/1/2007 Budget	Proposed Budget	Change
Personnel		709,413.00	16,276.00
Faculty Personnel *	693,137.00		
Professional Personnel			
Bi-Weekly Personnel	25,605.00	25,605.00	0
Adjunct Salaries (2300)	148,081.00	148,081.00	0
Hourly Wages (3000,3500)	4,713.00	4,713.00	0
Fixed Costs			
Monthly Telephone Charges (4085)	8100.00	8100.00	0
Network Fees (4021)	960.00	960.00	0
Long distance (4086)	1,000.00	1,000.00	0
Externally Determined Costs			
Dues to Accrediting Agencies (5050)	100.00	100.00	0
Annual Software Use Charges	0	0	0
Other:			
Remaining Supplies and Expenses	14,253.00	14,253.00	0
Total Travel Budget	400.00	400.00	0

Explanation of Changes: (expand each area below as needed to provide detail)

- 1. Personnel Expenses:** Fine Arts faculty conversions. Change two lecturer positions to tenure-track positions to serve new Fine Arts degree.
*Does not account for change in salary from Bourus line to new hire (hire not completed).

2. Fixed Costs:

3. Externally Determined Costs:

4. Remaining Supplies and Expenses:

5. Travel:

6. Other Spending Categories Not Covered:

2. Fixed Costs:

3. Externally Determined Costs:

4. Remaining Supplies and Expenses:

5. Travel:

6. Other Spending Categories Not Covered:

Academic Affairs Budget Hearing for 2008-2009

Academic Unit: Social and Behavioral Sciences

Account: 05-631-75 Title: ARSC

Budget Category	7/1/2007 Budget	Proposed Budget	Change
Personnel			
Faculty Personnel *	624,260.00	624,260.00	0
Professional Personnel			
Bi-Weekly Personnel	28,288.00	28,288.00	0
Adjunct Salaries (2300)	56,848.00	56,848.00	0
Hourly Wages (3000,3500)	808.00	808.00	0
Fixed Costs			
Monthly Telephone Charges (4085)	4200.00	4200.00	0
Network Fees (4021)	576.00	576.00	0
Long distance (4086)	500.00	500.00	0
Externally Determined Costs			
Dues to Accrediting Agencies (5050)	500.00	500.00	0
Annual Software Use Charges	0	0	0
Other:			
Remaining Supplies and Expenses	3484.00	3484.00	0
Total Travel Budget	515.00	515.00	0

Explanation of Changes: (expand each area below as needed to provide detail)

1. Personnel Expenses:

*Does not account for salary difference in Safianow line and new hire (hire not completed).

2. Fixed Costs:

3. Externally Determined Costs:

4. Remaining Supplies and Expenses:

5. Travel:

6. Other Spending Categories Not Covered:

Academic Affairs Budget Hearing for 2008-2009

Academic Unit: School of Arts and Sciences

Account: 05-631-30 Title: ARSC

Budget Category	7/1/2007 Budget	Proposed Budget	Change
Personnel		135,566.00	36,000.00
Faculty Personnel	99,566.00		
Professional Personnel	18,972.00	45,000.000	45,000.00
Bi-Weekly Personnel	26,042.00	26,042.00	0
Adjunct Salaries (2300)			
Hourly Wages (3000,3500)	590.00	590.00	0
Fixed Costs			
Monthly Telephone Charges (4085)	900.00	925.00	25.00
Network Fees (4021)	192.00	192.00	0
Long distance (4086)	391.00	391.00	0
Externally Determined Costs			
Dues to Accrediting Agencies (5050)	0	0	0
Annual Software Use Charges	0	0	0
Other:			
Remaining Supplies and Expenses	49,805.00	49,805.00	0
Total Travel Budget	36,135.00	41,135.00	5,000.00

Explanation of Changes: (expand each area below as needed to provide detail)

1. Personnel Expenses:

Assistant Dean position to facilitate General Education and Program Assessment and to direct the Freshman Learning Community Program.

Advisor – Currently, SOAS is served by only a part-time advisor. I propose the addition of a full-time advisor.

Add a new Fine Arts lecturer/Art Gallery position.

2. Fixed Costs:

Add a phone for advisor position.

3. Externally Determined Costs:

4. Remaining Supplies and Expenses:

5. Travel: Adding five new faculty members – allocating \$1,000.00 per faculty member. These faculty are replacing 5 senior faculty members who did not travel.

6. Other Spending Categories Not Covered:

ACADEMIC AFFAIRS LEVEL BUDGET PRIORITIES ACADEMIC YEAR 2008-2009

It is hard for the Budgetary Affairs Committee to set budget priorities from the Academic Affairs Budget Hearings when we do not know what the increase in the overall IU Kokomo Budget from the 2007- 2008 academic year to the 2008- 2009 academic year will be.

PRIORITIES IN RANK ORDER:

1. Faculty salaries should be set at the maximum that the upper IU Administration will permit. (Gov. Mitch Daniels stated a general raise of 4.5% plus a merit raise would be given to state employees.)
2. All faculty positions that have been permitted to be searched should be funded.
3. There should be a substantial increase in travel funds.
4. The Budgetary Affairs Committee recommends a review of current support staff assignments and advising procedures (and related resource allocations) for IU Kokomo programs and majors. The purpose of such a review would be to determine what, if any, changes are necessary in staff assignments and advising procedures (and related resource allocations) to ensure that program requirements and student needs in each major are met as efficiently and effectively as possible.
5. There should be increased funding for tutoring services and increased funding for student hourly positions.

Academic Affairs Budget Hearing for 2008-2009

Academic Unit:



**INDIANA UNIVERSITY
KOKOMO**

DIVISION OF EDUCATION

Account: 05-633-00 Title: Proposed FY 2009 Budget

Budget Category	FY2008 7/1/2007 Budget	FY2009 Proposed Budget	Change
Personnel			
Academic Salary [+ADM, SUM, CTE] (2000 & 2010)	\$534,666	\$541,852	+\$7,186*
Professional Salary (2400)	\$79,514	\$79,514	0
Non-Ex Staff/Bi-weekly Salary (2500)	\$43,429	\$43,429	0
Adjunct/P-T Instructors Salaries (2300)	\$22,323	\$33,408	+\$11,085
Hourly Regular & Student Work Study (3000 & 3800)	\$4,057	\$5,257	+\$1,200
Fixed Costs			
Monthly Telephone Charges (4085)	\$4,500	\$5,100*	+\$600
Network Fees (4021)	\$576	\$576	0
Long Distance (4086)	\$903	\$1,083	+\$180
Externally Determined Costs			
Dues to Accrediting Agencies (5050)	\$5,590	\$5,795	+\$205
Annual Software Use Charges	0	\$120	+\$120
Other:	//	//	//
Remaining Supplies and Expenses			
Object Codes 4300, 4055, 4166, 4700, 4010, 4080, 4100, & 5000	\$10,736	\$12,883	+\$2,147
Total Travel Budget			
In-State & Out-of-State (6000 & 6100)	\$8,933	\$13,720	+\$4,787
Total Budget [Excluding Benefits (Object Codes 5625, 5760, 5772, & 5773)]			
Including Personnel	\$715,227	\$742,737	+\$27,510
Excluding Personnel	\$31,238	\$39,277	+\$8,039

Total net salary increase if Education funds currently in the budget for retiring full-professor and visiting lecturer salary lines are used toward the hiring of two new tenure-track positions and one full-time lecturer position. If these funds are swept away and not allocated for such purpose, however, the actual required **increase/change would be **+\$131,000**.*

Explanation of Changes: (expand each area below as needed to provide detail)

Nearly all of the proposed budget increases in Education are a direct result of the following programmatic changes/demands placed upon the Division of Education—and resulting increase in Education program, cohort, and course enrollments:

- Implementation of new baccalaureate degree in Early Childhood Education in AY 2006-07
- Implementation of new baccalaureate degree in Secondary Education in AY 2007-08
- Implementation of new masters degree in Education in AY 2007-08
- Implementation of new IU – Ivy Tech statewide Articulation Agreement in Early Childhood Education—which requires the addition of four new courses to the current ECH curriculum—in AY 2008-09
- Implementation of new IU – Ivy Tech statewide Articulation Agreement in Elementary Education—which requires the addition of three new courses to the current ELEM curriculum—in AY 2008-09
- New Student Registration increase in Education for Fall 2007 of 20 percent
- Total Undergraduate Registration increase in Education for Fall 2007 of 21 percent

1. Personnel Expenses:

Object Code 2000: The Division plans to hire two new tenure-track faculty (one line of which is already included in the FY 2008 budget—filled by a retiring full-professor—and another line filled by a visiting lecturer in math education), as well as add a full-time lecturer position. As noted earlier, however, if these funds are swept away and not allocated for such purpose, the actual required increase/change would be +\$131,000.

Object Code 2300: This amount is contingent upon the Division hiring two new faculty members for the tenure-track positions currently being advertised as well as contingent upon the Division adding a full-time lecturer position, which would bring the total number of FT faculty in the Division for FY 2009 to ten. Any alteration in this projected FT faculty formula will result in the need for a substantial increase in the funding for adjunct faculty at a rate of \$16,704 per tenure-track position/per academic year (\$33,408 total for both tenure-track positions) and \$22,272 for the full-time lecturer position/per academic year (for a total of \$55,680) added to the already proposed increase of \$11,085.

Object Code 3000: Given the implementation of the new baccalaureate degrees in Early Childhood Education and Secondary Education there is a need to add two new student interns (SIs) to the student assistance/remediation program already in place for Elementary Education. The student assistance/remediation program is a requirement of NCATE, in accordance with Accreditation Standards 2 and 5.

2. Fixed Costs:

Object Code 4085: With the addition of new faculty positions, two new phone lines are needed.

Object Code 4086: The addition of new faculty positions requires a proportional 20 percent increase in the budget for long distance.

3. Externally Determined Costs:

Object Code 5050: All of the following are required membership dues/fees for SCDEs in Indiana:

IACTE Membership Fees =	\$220
AACTE Membership Fees =	\$2,865
NCATE Membership Fees =	\$2,210
ETS/Title II Annual Report Organizational Fees =	<u>\$500</u>
TOTAL =	\$5,795

Annual Software Use Charges: The Division requires annual license for Adobe Acrobat Professional 8.0 and HTML Forms Pro for the data collection, storage, and reporting purposes within the current Unit Assessment System.

4. Remaining Supplies and Expenses:

Object Codes 4300, 4055, 4166, 4010, 4080, 4100, and 5000: With the growing demands placed on the Division as a result of the addition of two new baccalaureate programs and one new graduate degree program (and resulting increase in student enrollment) and the hiring of two new tenure-track faculty and a full-time lecturer, the Division will experience a net gain of two new full-time faculty—a 20 percent increase over the previous year (going from eight to ten)—there is a critical need for an increase in the Division’s S&E budget. Therefore, the proposed budget increases for these object codes is in proportion to the net increase the Division will experience as a result of these new hires (i.e., 20 percent per budget item) and the increase in student enrollment.

5. Travel:

Object Codes 6000 & 6100: With the growing demands placed on the Division as a result of the addition of two new baccalaureate programs and one new graduate degree program (and resulting increase in student enrollment) and the hiring of two new tenure-track faculty and a full-time lecturer, the Division will experience a net gain of two new full-time faculty—a 20 percent increase over the previous year (going from eight to ten)—there is a critical need for an increase in the Division’s Travel budget. Therefore, the proposed budget increase for Travel is in proportion to the net increase the Division will experience as a result of these new hires (i.e., 20 percent per budget item) and the increase in student enrollment. Part of the increase (\$1,787) is designed to accommodate the resulting 20 percent increase in full-time

faculty. Additional funding is also required to meet the current demands of the University Partnership Schools (UPS) initiative launched this past academic year, as well as to accommodate the growth of the UPS program—to include not additional courses (Benchmark cohorts) in the elementary program—and to expand its integration into the early childhood and secondary programs. This includes investigating, building, and maintaining partnerships within and outside of Howard County. As a result, an additional \$3,000 is requested for this purpose, for a total proposed increase of \$4,787.

Academic Affairs Budget Hearing for 2008-2009

Academic Unit:



**INDIANA UNIVERSITY
KOKOMO**

DIVISION OF EDUCATION

One-time Expense: NCATE Accreditation Preparation

Account: 05-633-00 Title: Proposed FY 2009 Budget

Budget Category	<u>FY2009</u> Proposed Budget
Personnel	
Hourly Regular (3000) [Required document set and binder preparation and html editing for physical and electronic archive rooms]	\$2,400
Supplies and Expenses	
Object Codes 4300, 4055, 4166, 4010, 4080, 4100, & 5000 [Additional cost for materials, mailing, etc associated with Accreditation Preparation]	\$1,800
Travel Budget	
Out-of-State (6100) [Accreditation Leadership Team attendance at the NCATE Accreditation & Accountability Conference in Washington, DC]	\$3,600
Total	\$7,800

**The expenses above will be incurred as a result of required preparation activities and initiatives that must be implemented in the year preceding the Fall 2009 NCATE Accreditation visit.*

Academic Affairs Budget Hearing for 2008-2009

Academic Unit:



**INDIANA UNIVERSITY
KOKOMO**

DIVISION OF EDUCATION

Student Teaching

Account: 05-633-01 Title: Proposed FY 2009 Budget

Budget Category	FY2008 7/1/2007 Budget	FY2009 Proposed Budget	Change
Personnel			
Appointed Personnel			
Adjunct Salaries (2300) <i>University Supervisors</i>	\$9,837	\$11,312	+\$1,475
Hourly Wages (3000, 3500)			
Personal Srv (4500) <i>Host/Classroom Teachers</i>	\$15,677	\$18,028	+\$2,351
Fixed Costs			
Monthly Telephone Charges (4085)			
Network Fees (4021)			
Externally Determined Costs			
Dues to Accrediting Agencies (5050)			
Annual Software Use Charges			
Other:			
Remaining Supplies and Expenses			
Postage (4300) & Print/Duplicating (4166)	\$1,020	\$1,173	+\$153
Total Travel Budget			
	\$5,100	\$6,120	+\$1,020
Total			
Including Personnel	\$31,634*	\$36,633*	+\$4,999
Excluding Personnel	\$6,120	\$7,293	+\$1,173

*Does not include FICA (FY 2008 = \$695)

Explanation of Changes: (expand each area below as needed to provide detail)

1. Personnel Expenses:

Object Codes 2300 and 4500: Given the implementation of the two new baccalaureate degrees in Early Childhood Education and Secondary Education, as well as the addition of a second secondary education cohort (a Five-Benchmark

Program for certification-only students and a Six-Benchmark Program for baccalaureate-degree students) there is a need to increase personnel funding by the 15 percent increase in student teaching enrollment projected for AY 2008-09.

2. Fixed Costs:

N/A

3. Externally Determined Costs:

N/A

4. Remaining Supplies and Expenses:

Object Codes 4300 and 4166: As a result of the implementation of the two new baccalaureate degrees in Early Childhood Education and Secondary Education, and accompanying addition of a second secondary education cohort (a Five-Benchmark Program for certification-only students and a Six-Benchmark Program for baccalaureate-degree students), there is a need to increase S&E funding by 15 percent.

5. Travel:

Object Code 6000: As a result of the Division requiring University Supervisors and Host Classroom Teachers to attend on-campus workshops, the implementation of the Student Teaching Summative Portfolio Review (which requires on-campus training), as well as the implementation of the two new baccalaureate degrees in Early Childhood Education and Secondary Education, and accompanying addition of a second secondary education cohort (a Five-Benchmark Program for certification-only students and a Six-Benchmark Program for baccalaureate-degree students), there is a need to increase Travel funding by 20 percent.