

**College Budget Officer (CBO) Meeting Minutes
February 16, 2017**

- Budget Update (Cynthia Hale)
 - Looking to be in the black for FY17.
 - FY18 might see a significant cut.
 - Recent hearing showed \$1.5B in Fund Balance
 - Enrollment will be at same rate to increase revenue.
- Budget Remodel Project (Dan Ramia)
 - Phase I/Ledger II:
 - * OPEN: March 27th, in Divisions.
 - * Departments open following week.
 - * CLOSE: April 14, 2017.
 - Phase II/Ledger I and II:
 - * OPEN: April 20th for Division.
 - * OPEN: April 26th for Departments.
 - **Please let Dylan or Dan know if you need time to distribute information to Departments.**
 - **Projected Closing of Working Budget: May 17th.**
 - Fringe Benefit Profit:
(AGNR, BSOS, PLCY) Working Budget opens when Phase I opens.
 - Tracking Sheet: New tracking sheet consolidated into just one, in excel format. Revenue will be tracking based on last 2 years.
 - * Transfers between Divisions (refer to handout).
 - Planning 2 half-day work sessions, available to help small groups or individuals.
- Post Doctoral Salaries (Cynthia Hale)
 - Approved. Colleges can increase salary of Post Docs. Beginning July 1.
 - Mark Arnold writing language to be distributed early next week.
 - TA Stipends: Unit may re-align under regular requirements.
- International Student Fees (Cynthia Hale)
 - International undergraduate and graduate student fee: \$125 Full Time
 - Revenue generated from this fee will provide services and support to International students.
 - Only matriculating students will be charged, not current students.
- MEI: Maryland English Institute (Cynthia Hale)
 - Increase of tuition} should be a non-trivial cost to programs putting students through this program.
 - Please ask Provost's Office for assistance if cost is too great.
 - Currently searching for online alternatives, so that students may attend these courses before attending.
- EEO Job Category (Ann Holmes, Amanda Grimes)

- See email sent by Amanda Grimes to cbo@umd.edu to see sheet regarding position codes.
- Works to establish awareness to diversity in positions at the University.

April 30th: Deadline for Financial Disclosure Statements for Calendar year 2016.

- You may receive a call from Dawn Nguyen from the Legal Office about this about specific units.