Office of the President
San Diego State University

5500 Campanile Drive
San Diego, CA 92182 · 8000
Tel: 619 594 · 5204
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MEMORANDUM

DATE: August 30, 2007

TO: Sally Roush
Chair of the President's Budget Advisory Committee

FROM: Stephen Weber
President

SUBJECT: Response to FY2007/08 PBAC Recommendation

Thank you for the recommendation from the President's Budget Advisory Committee for the 2007/08 fiscal year. Once again, you have constructed a sound budget in the face of limited resources.

I am pleased to approve the recommended allocation amounts, both one time and permanent, phased as proposed based on actual revenue received.

However, I cannot approve the recommendation to treat Unit 3 promotions costs as an all university expense to be funded off the top of the available funding. I note that for 2007/08, this is not an issue of funding; subject to revenue projections being met, each division will receive all its requested funds, including the Unit 3 promotions cost requested by Academic Affairs. If PBAC wishes to once again advance a proposal to treat Unit 3 promotions as a mandatory, off the top item, I will consider it, but I will need to understand the *principle* underlying the recommendation and will expect to see an analysis of how that principle applies to each division.

Once again, my thanks to members of the committee for their excellent work in a challenging year.

c: PBAC Members

2007/08 Budget Allocation Staff Recommendations

(Revised 9/06/07)

The Office of Budget and Finance has projected net available funding in FY 07/08 of $3,725,273. The source of funding is $2,031,679 from projected marginal cost allocations and fee revenue due to enrollment growth in both resident and non-resident students. An additional $1,693,594 of permanent funding has been made available through the retirement of the cogeneration plant debt. The total of divisional funding requests is $3,330,934. The Budget Resource Allocation Team recommends to the President's Budget Advisory Committee that the divisions' total requests be funded in two increments, 70% in July 2007 and the remaining 30% after the fall census if actual revenues meet or exceed budget. Any funding in excess of the divisions' total requests should be allocated to the University's permanent reserve. If actual revenues do not meet budget, divisional funding allocations will be decreased on a proportional basis.

Recommended Permanent Funding Allocations:

Division	July Allocation	Fall Census Allocation	Total Allocation
Academic Affairs	$1,408,144	$603,490	$2,011,634
University Relations & Development	$ 105,000	$ 45,000	$ 150,000
Student Affairs	$ 244,510	$104,790	$ 349,300
Business & Financial Affairs	$ 479,500	$205,500	$ 685,000
President's Office	$ 94,500	$ 40,500	$ 135,000
	$2,331,654	$999,280	$3,330,934

The BRAT group recommends that the Division's one-time requests be funded from one-time reserves.

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Sally Roush
Vice President

SAN DIEGO STATE UNIVERSITY

MEMORANDUM

DATE: June 18, 2007

TO: Stephen L. Weber
President

FROM: Sally F. Roush
Chair, President's Budget Advisory Committee

SUBJECT: President's Budget Advisory Committee
Recommendation of June 14, 2007

Attached is the Recommendation from the President's Budget Advisory Committee (PBAC) vote of June 14, 2007, for approval of the 2007-08 Proposed Budget Allocation. The supporting material is attached for your information.

A motion to treat mandatory Unit 3 promotions as an unfunded compensation cost and thus be supported from university funds was passed with one vote against it.

Please sign and return a copy of the recommendation at your earliest convenience. Please let me know if you have any questions or concerns.

SFR:nl

Attachment

PRESIDENT'S BUDGET ADVISORY COMMITTEE
June 14, 2007

RECOMMENDATION

FINAL MOTION
2007/08 Budget Allocation

The projected available funding of $3,432,231,* if fully achieved, would be in excess of the total Divisions' permanent funding requests. The BRAT group recommends to PBAC that the Divisions' total requests be funded in two increments, 70% in July 2007 and the remaining 30% after the fall census, if projected revenues meet or exceed budget. Any funding in excess of the Divisions' total requests should be allocated to the University's permanent reserve. If projected revenues do not meet budget, available funding will be allocated on a percentage available basis after the fall census.

Beginning in 2007/08 unfunded, mandatory compensation costs for Unit 3 promotions shall be treated as an unfunded compensation cost and thus be funded annually as a mandatory cost off the top of available funding.

Recommended Permanent Funding Allocations:

Division	July Allocation	Fall Census Allocation	Total Allocation
Academic Affairs	$1,198,530	$513,656	$1,712,186
University Relations & Development	$ 105,000	$ 45,000	$ 150,000
Student Affairs	$ 229,950	$ 98,550	$ 328,500
Business & Financial Affairs	$ 479,500	$205,500	$ 685,000
President's Office	$ 94,500	$ 40,500	$ 135,000

The BRAT group recommends that the Divisions' one-time requests be funded from one-time reserves.

* 2,031,679 from Enrollment Growth and Non-resident Tuition, and additional $1,700,000 permanent funding made available through pre-payment of Co-Gen debt, less $299,448, consistent with the final motion.

Approved by:

_____ _____

Stephen L. Weber, President Date

President's Budget Advisory Committee
Meeting Agenda

June 14, 2007
2:00 p.m. @ MH 3318

I. **Call to order**
   a) Call for Amendments to Agenda

II. **Funding Requests**
   a) None

III. **Information Item**
   a) Legislative Budget Sub-Committee action on outreach and academic preparation funding
   b) Draft 2007/08 PBAC Calendar (Attachment 1)

IV. **Reports**
   a)

V. **Watch List**
   a) CMS
      - Long Term Workload Costs – AA, BFA, SA
      - Student Management System
   b) Accessible Technology Initiative
   c) Potential Summer Fee Revenue Shortfall

VI. **Voting Items**
   a) 2007/08 Budget Allocation (Attachment 2)

VII. **New Business**
   a)

VIII. **Reminder**
   a) Next Meeting Date – **September 27, 2007 at 2:00 p.m. in MH 3318**

Note: Nancy Marlin, Lena Rodriguez and Fred Hornbeck will be joining the meeting by telephone.

Call-in Instructions:

Telephone number: 1-800-820-4690
Enter Code: 6195945901

PBAC
2007-2008 Schedule

Attachment 1

Tentative **BRAT and PBAC Call for Agenda Items**	Tentative **Draft Meeting Materials to BRAT**	Tentative **BRAT Tuesdays @ 3:00 AD 323**	Tentative **Meeting Materials to AR&P - PBAC**	Scheduled **AR&P Tuesdays @ 2:00 Fac/Staff**	Tentative **PBAC Thursdays @ 2:00 MH 3318**	
		August 21		August 28		
August 27	August 30	September 4	September 7	September 11		Fall Census September 24
September 10	September 13	September 18	September 21	September 25	September 27	
October 1	October 4	October 9	October 12	October 9		
				October 23		
October 29	November 1	November 6	November 9	November 13	November 29	If Necessary
November 26	November 29	December 4	December 7	November 27		
				December 11		
January 14	January 17	January 22	January 25	January 29	January 31	
January 28	January 31	February 5	February 8	February 12		
February 11	February 14	February 19	February 22	February 26	February 28	Spring Census February 18
February 25	February 28	March 4	March 7	March 18	March 20	
March 10	March 13	March 18	March 21	April 1	April 10	
March 24	March 27	April 8	April 11	April 15	April 24	**Division Presentations (AA & BFA)**
April 14	April 17	April 22	April 25	April 29	May 8	**Division Presentations (SA, UR&D, PO)**
April 28	May 1	May 6	May 9	May 13	May 22	**2008/07 Allocation Vote**
May 12	May 15	May 20	May 23		May 29	If Necessary
May 26	May 29	June 3	June 6		June 12	If Necessary

PRESIDENT'S BUDGET ADVISORY COMMITTEE
2007/2008

Title/Position	Name	Location	Mailcode	Phone #	Assistant	E-Mail Address
VOTING MEMBERS						
Exec Assistant to President	Lena Rodriguez	MH 3340	8000	45201	Veronica Guerra	lena.rodriguez@sdsu.edu
Senate Chair	Edith Benkov	BAM 305	7704	45127	n/a	ebenkov@mail.sdsu.edu
VP, Student Affairs	Jim Kitchen	SSW 2640	7430	45211	Elena Kaye	jkitchen@sdsu.edu
VP, Academic Affairs	Nancy Marlin	MH 3310	8010	46881	Julie-Ann Kelso	nmarlin@mail.sdsu.edu
VP, University Relations and Development	Mary Ruth Carleton	MH 3350	8045	42874	Lee Powell	maryruth.carleton@sdsu.edu
President, Assoc Students	James Poet	AC 168D	7800	46556	Janice Ilano	jpoet@mail.sdsu.edu
VP, Business & Financial Affairs	Sally Roush	AD 320	1620	46017	Nance Lakdawala	sroush@mail.sdsu.edu
CARP Chair	Kathy Lamaster	PSFA 212	4531	42419	n/a	lamaster@mail.sdsu.edu
Senate Representative	Cezar Ornatowski	ESC 312	4452	47933	n/a	ornat@mail.sdsu.edu
AREA BUDGET REPRESENTATIVES						
Chief Financial & Info Officer, UR&D	Allan Bailey	MH 3350	8030	40295	n/a	abailey@mail.sdsu.edu
Associate VP, SA	William Boyd	SSW 3636	7439	47092	Jennifer Barnum	boyd12@mail.sdsu.edu
Director, Budget & HR Admin, SA	Linda Lewiston	SSW 2640	7430	41304	n/a	llewisto@mail.sdsu.edu
Associate VP, AA	Ethan Singer	MH 3310	8010	45166	Sydney Covey	singer@mail.sdsu.edu
Assistant VP, BFA	Linda Stewart	AD 320	1620	45634	n/a	lstewart@mail.sdsu.edu
STAFF ATTENDEES						
Associate VP, BFA	Scott Burns	AD 320	1620	45901	Pam Patiak	sburns2@mail.sdsu.edu
Director, Budget & Finance	Ray Rainer	AD 224	1622	46602	n/a	rrainer@mail.sdsu.edu
Executive Director, Assoc Students	Dan Cornthwaite	AC 105	7804	46557	Jennifer Parker	dcornthw@mail.sdsu.edu

cc: Crystal Little, Budget and Finance
Nance Lakdawala

BRAT Members
(Budget Resource Assessment Team)

Title/Position	Name	Location	Mailcode	Phone #	Assistant	E-Mail Address
Chief Financial & Info Officer, UR&D	Allan Bailey	MH 3350	8030	40295	n/a	abailey@mail.sdsu.edu
Associate VP, SA	William Boyd	SSW 3636	7439	47092	Jennifer Barnum	boyd12@mail.sdsu.edu
Director, Budget & HR Admin, SA	Linda Lewiston	SSW 2640	7430	41304	n/a	llewisto@mail.sdsu.edu
Associate VP, AA	Ethan Singer	MH 3310	8010	45166	Sydney Covey	singer@mail.sdsu.edu
Assistant VP, BFA	Linda Stewart	AD 320	1620	45634	n/a	lstewart@mail.sdsu.edu
Director, Budget & Finance	Ray Rainer	AD 224	1622	45599	Yesenia Acosta	rrainer@mail.sdsu.edu
Associate VP, Administration	Richel Thaler	AD 320	1620	46018	Jennifer Gilmore	rthaler@mail.sdsu.edu
Associate VP, Financial Operations	Scott Burns	AD 320	1620	45901	Pam Patiak	sburns@mail.sdsu.edu

Meetings on Tuesdays at 3:00 in AD 323

August 21
September 4
September 18
October 9
November 6
December 4
January 22
February 5
February 19
March 4
March 18
April 8
April 22
May 6
May 20
June 3

TENURE/TENURE TRACK PROMOTION COST SUMMARY
2007/2008

Name	2007/2008 7.5% Promotion Annualized Cost
Arts and Letters	$87,744
Business Administration	$14,856
Education	$15,996
Engineering	$23,880
Health and Human Services	$9,432
Professional Studies & Fine Arts	$55,320
Sciences	$61,848
Imperial Valley Campus	$19,044
Library	$11,328
TOTAL	**$299,448**

AVPAA-3
5/16/07

SAN DIEGO STATE UNIVERSITY
2007/08 Budget
Permanent Funding Requests

Academic Affairs		
Contractually Required Promotions Costs		~~251,460~~ 299,448
Tenure-Track Hiring		1,000,000
Global Health Joint Program First Year Funding		140,942
Engineering Joint Doctoral Program		45,600
Geophysics Joint Doctoral Program		29,200
Library Information Access Funding for Electronic Journals and Collections		496,444
Sub-Total Academic Affairs	$	~~1,963,646~~ 2,011,634
University Advancement		
Planned Giving Marketing & Stewardship Manager	$	90,000
Electronic Communication Specialist		60,000
Sub-Total University Advancement	$	**150,000**
Student Affairs		
Provision of Services for Deaf and Hard of Hearing Students	$	140,500
Accessible Media for Students with Reading Disabilities		63,000
Sustain Participant Growth in Study Abroad and Exchange P		125,000
Sub-Total Student Affairs	$	**328,500**
Business and Financial Affairs		
Custodial Support	$	150,000
Contract Specialist		90,000
Employee Relations Specialist		70,000
Information Technology: Wireless, ATI, Identity Management		200,000
ADA Improvements - Department of State Architects (DSA) Accessibility Requirements in Conjunction with Smaller Projects		175,000
Sub-Total Business and Financial Affairs	$	**685,000**
President's Office		
Office of the President/Operating Budget	$	25,000
Faculty Athletic Representative		10,000
Diversity and Equity/Operating Budget		25,000
Director, Compact Scholars Program		~~100,000~~ 75,000
Sub-Total President's Office	$	~~160,000~~ 135,000
Total Permanent Requests	$	**3,287,146** [1]

[1] Exclusive of Course Section Funding

Prepared: May 2007

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PRESIDENT'S BUDGET ADVISORY COMMITTEE HANDOUT

JUNE 14, 2007

I request that beginning in 2007/08 unfunded compensation costs for mandatory faculty promotions be treated as an unfunded compensation cost and thus be supported from university funds.

Contractually Required Promotion Costs **$299,448**

Each year, faculty who are promoted to associate and full professor are required by the Unit 3 Agreement to receive a minimum 7.5% salary increase. In the past five years, these mandatory 7.5% salary increases have amounted to $1,010,687. The 2006/07 individual college promotion costs are attached. The colleges have been supporting these costs from their faculty budgets which has resulted in a significant drain on those budgets. As faculty retirement funds have, in almost all cases, been used to support new tenure-track hiring (with the exception of 2003/04 when they were used to offset the budget reduction), and with no other new faculty funding other than enrollment course section/enrollment growth funding, mandatory faculty promotion costs have significantly eroded the base of each college's faculty budget which, along with other factors, has resulted in fewer available faculty and higher student-faculty ratios.

PRESIDENT'S BUDGET ADVISORY COMMITTEE
June 14, 2007
MINUTES

Voting Members Present:	Area Budget Reps Present:	Staff Present:	Guests Present:
Sally Roush	Linda Stewart	Ray Rainer	Edith Benkov
Nancy Marlin	Linda Lewiston		
Gene Lamke	Scott Burns		
Mary Ruth Carleton	Ethan Singer		
Cezar Ornatowski			
Jim Kitchen			
Lena Rodriguez			
Fred Hornbeck			

Voting Members Absent:
Matt Keipper

I. Call to order

VP Roush called the meeting to order at 2:05 p.m.

Call for Amendments to Agenda - VP Roush inquired if the voting item could be moved up in the agenda since several people were teleconferencing and were on a limited schedule. Everyone agreed. There were no other changes to the agenda.

II. Funding Requests - None.

V. Voting Items

a. 2007/08 Budget Allocation (Attachment 2) – Dr. Hornbeck moved to adopt the BRAT recommendation for the 2007/08 Budget and Professor Lamke seconded.

Provost Marlin made a substitute motion to adopt the BRAT recommendation with the exception that beginning in 2007/08, unfunded mandatory compensation costs for approved unit 3 promotions be treated as unfunded compensation and thus be supported from university funds (taken off the top). Professor Lamke seconded this motion. After further discussion, the substitute motion was clarified to refer to "Unit 3" employees rather than limit the reference to "faculty employees". The motion to substitute the clarified motion for the BRAT recommendation passed with four in favor and three opposed.

The modified substitute motion passed with five in favor and one opposed; one caller was lost prior to the final vote. It was clarified the final language of the motion would be edited for accuracy and clarity, with the language shared with all before finalizing.

III. **Information Items**

a. **Legislative Budget Subcommittee action on outreach and academic preparation funding** – The funding requests are currently in the House and Senate.

b. **Draft 2007/08 PBAC Calendar (Attachment 1)** – VP Roush stated it is difficult to meet after the semester ends and there are some technical problems with conducting a teleconference with multiple parties. After some discussion, Professor Lamke moved to approve the schedule with the deletion of the June 12, 2008 meeting, Dr. Ornatowski seconded, and the motion passed unanimously. VP Roush asked everyone to please accommodate their schedules for these meetings in that it is virtually impossible to reschedule them.

IV. Reports

None.

VI. Watch List

a. **CMS** – VP Roush mentioned San Francisco State University has been in discussion with the Chancellor's Office on some student system issues.

b. Accessible Technology Initiative – No update.

c. Potential Summer Fee Revenue Shortfall – AVP Singer stated summer enrollment was lower than anticipated but Fall enrollment should make up for any enrollment shortfall. Revenue needs to be watched carefully, as regular year SUF and summer fees are not equivalent.

VII. **New Business** – There was no new business.

VIII. **Reminder** - The next meeting is scheduled for Thursday, September 27, 2007 at 2:00 p.m. in MH-3318.

VP Roush thanked Professors Lamke and Hornbeck for the outstanding service to the PBAC Committee this year. The meeting was adjourned at 2:30 p.m.