




SAN DIEGO STATE
UNIVERSITY

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Sally Roush
Vice President

MEMORANDUM

DATE: May 31, 2011

TO: Stephen L. Weber
President 

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

SUBJECT: President's Budget Advisory Committee
Recommendation of May 26, 2011

Attached is the Recommendation from the President's Budget Advisory Committee (PBAC) Meeting of May 26, 2011 for approval of the 2011/12 base funding request for the Office of the President / Diversity & Equity for \$314,862 to be funded from 2011/12 base reserves. Supporting materials are attached for your information. I recommend your approval.

If you have any questions, please let me know.

SFR:nl

Attachments

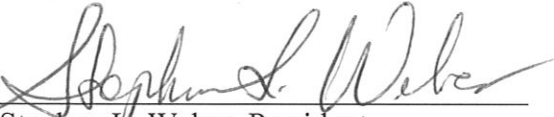
PRESIDENT'S BUDGET ADVISORY COMMITTEE
May 26, 2011

RECOMMENDATION

1. Approve 2011/12 Office of the President / Diversity & Equity Funding Request:

\$314,862 Base Funding

Approved by:


Stephen L. Weber, President


Date

President's Budget Advisory Committee

Meeting Agenda

May 26, 2011

3:30p.m. @ MH- 3318

- I. Call to order
 - Call for amendments to agenda
- II. Information Item
 - 2011/12 Meeting Schedule (Attachment 1)
- III. Reports
 - 2010/11 - 2011/12 Reserves (Attachment 2)
- IV. Funding Requests
 - Office of the President Diversity & Equity Funding Augmentation Request - \$314,862 (Attachment 3)
- V. Watch List
 - Master Plan Costs
 - Potential Court Appeal Costs – Estimated Cost \$175,000
 - SUF Class Action Suit - Estimated Cost TBD
 - 2011/12 Budget Issues
 - Aztec Nights – Estimated Cost \$ 175,000
 - International Non-Resident Student Recruitment – One-time to Base Budget Funding - Estimated Cost \$248,730
 - Imperial Valley Campus
 - Infrastructure – Estimated Cost TBD
 - Unfunded Compensation Items
- VI. Voting Items
 -
- VII. New Business
 -
- VIII. Reminder
 - Next Meeting Date – July 28, 2011 at 2:00 p.m. in MH 3318

PBAC 2011-2012 Schedule				
Scheduled	Scheduled	Scheduled	Scheduled	Scheduled
Call for PBAC Agenda Items	BRAT Tuesdays @ 3:00 AD 323	Meeting Materials to AR&P - PBAC	AR&P Tuesdays @ 2:00 Fac/Staff	PBAC Thursdays @ 2:00 MH 3318
July 11	July 19 (hold)	July 22		July 28 (hold)
				Jul 20 - Summer Census
August 8	August 16 (hold)	August 19		August 25 (hold)
				Aug 22 First day of Fall Semester
August 29	September 6	September 9	September 13	September 15
				Aug 29 First day of classes
			September 27	
				Sep 26 - Fall Census
September 26	October 4	October 7	October 11	October 13
October 10	October 18	October 21	October 25	October 27
October 31	November 8	November 11	November 8	November 17
			November 29	
				Dec 09 - Last day of fall classes
January 17	January 24	January 27	January 31	February 2
				Jan 17 - First day of spring semester
				Jan 18 - First day of spring classes
			February 14	
				Feb 14 - Spring Census
February 13	February 21	February 24	February 28	March 1
February 27	March 6	March 9	March 13	March 15
				March 26 - March 30 - Spring break
March 19	March 27	March 29	April 3	April 5
April 2	April 10	April 13	April 17	April 19
April 16	April 24	April 27	May 1	May 3
April 30	May 8	May 11	May 15	May 17
				May 8 - Last day of spring classes
May 14	May 22 (Hold)	May 25	May 29 (Hold)	May 31
				May 18 - 20 - Commencement Days
				2012/13 Allocation Vote
May 21	June 5 (hold)	June 1	June 12 (Hold)	June 14 (Hold)

**PRESIDENT'S BUDGET ADVISORY COMMITTEE
2011/2012**

Title/Position	Name	Location	Mailcode	Phone #	Assistant	E-Mail Address
VOTING MEMBERS						
Chief of Staff	Betsy Kinsley	MH 3340	8000	46416	Johanna Ortiz	ekinsley@mail.sdsu.edu
Senate Chair	William Snavely	COMM-237	4560	40895	n/a	wsnavely@mail.sdsu.edu
VP, Student Affairs	Jim Kitchen	SSW 2640	7430	45211	Caroline Tanner	jkitchen@mail.sdsu.edu
VP, Academic Affairs	Nancy Marlin	MH 3310	8010	46881	Julie-Ann Kelso	nmarlin@mail.sdsu.edu
VP, University Relations & Development	Mary Ruth Carleton	MH 3350	8045	42874	Arlene Lee	mcarleto@mail.sdsu.edu
President, Assoc Students	Cody Barbo	AC 168D	7800	46556	Janice Dils	as.president@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	Cathie Atkins	GMCS-60411	1010	45732	n/a	catkins@sunstroke.sdsu.edu

AREA BUDGET REPRESENTATIVES

CFO, The Campanile Foundation	Sarah Slaughter	MH 3350C	8040	44562	Christy Andrade	sslaughter@mail.sdsu.edu
Associate VP, SA	Eric Rivera	SSW 2640	7430	45211	Cathie Marker	erivera@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	Emily Smith	singer@mail.sdsu.edu
Assistant VP, BFA	Linda Stewart	AD 320	1620	45634	n/a	lstewart@mail.sdsu.edu

STAFF ATTENDEES

Associate VP, Financial Operations	Scott Burns	AD 320	1620	45901	Pam Cabal	sburns2@mail.sdsu.edu
Interim Director, Budget & Finance	Lorretta Leavitt	AD 117		446603	n/a	leavitt@mail.sdsu.edu
Associate Director, Budget & Finance	Crystal Little	AD 224	1622	44578	n/a	little@mail.sdsu.edu
Executive Asst. to the Vice President	Nance Lakdawala	AD 320	1620	45631	n/a	nlakdawa@mail.sdsu.edu

BRAT Members
(Budget Resource Assessment Team)
2011/2012

Title/Position	Name	Location	Mailcode	Phone #	Assistant	E-Mail Address
CEO, The Campanile Foundation	Sarah Slaughter	ALUM-210	1968	48941	Christy Andrade	sslaughter@mail.sdsu.edu
Associate VP, SA	Eric Rivera	SSW 2640	7430	45211	Cathie Marker	erivera@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	MI1 3310	8010	45166	Emily Smith	singer@mail.sdsu.edu
Assistant VP, BFA	Linda Stewart	AD 320	1620	45634	n/a	lstewart@mail.sdsu.edu
Interim Associate VP, Administration	Jessica Rentto	AD 320	1620	46017	Dominoe Lawrence	jrentto@mail.sdsu.edu
Associate VP, Financial Operations	Scott Burns	AD 320	1620	45901	Pam Cabal	sburns@mail.sdsu.edu

Staff Attendees

Interim Director, Budget & Finance	Loretta Leavitt	AD 117	1617	46603	n/a	leavitt@mail.sdsu.edu
Associate Director of Budget & Finance	Crystal Little	AD 224	1622	44578	n/a	little@mail.sdsu.edu
Director, Human Resources	Elvira McCalip	ESCW 410	1625	44648	Noelle Krueger	emecalip@mail.sdsu.edu

Meetings on Tuesdays at 3:00 in AD 323

July 19 (hold)
 August 16 (hold)
 September 6
 October 4
 October 18
 November 8
 January 24
 February 21
 March 6
 March 27
 April 10
 April 24
 May 8
 May 22 (Hold)
 June 5 (hold)

Base Budget Reserve

2010/11 Beginning Base Budget Reserve Balance	524,395
2010/11 Ending Base Budget Reserve Balance	524,395
2011/12 Beginning Base Budget Reserve Balance	524,395
Proposed President's Office/ODE Augmentation (If Approved 5/26/2011)	(314,862)
2011/12 Base Budget Reserve	209,533

One-Time Reserve

2010/11 Beginning One-time Reserve Balance	5,098,451
2010/11 Approved Funding Requests	
Academic Affairs	
Non-Resident Recruitment (Approved 5/13/10)	(100,000)
Student Affairs	
Non-Resident Recruitment (Approved 5/13/10)	(148,730)
Business & Financial Affairs	
Hazardous Material/EHS (Approved 11/18/10)	(196,250)
Athletics	
Prior Year Funding Restoration (Approved 1/27/11)	(520,227)
University Relations & Development	
Campaign Funding (Approved 11/18/10)	(500,000)
Institutional	
Modular Buildings - Temporary Space Storm/Nasatir Halls Restoration (additional \$50,400 in 11/12 & \$142,425 in 12/13) (Approved 11/18/10)	(557,175)
Contractual Dispute (Approved 11/18/10)	(1,436,412)
Facility Air Conditioning Installations (Approved 11/18/10)	(1,800,000)
IVC Structural Analysis (Approved 11/13/10)	(50,000)
IVC Earthquake Damage (Approved 4/23/11)	(305,000)
One-time Carry-forward of Base Budget Reserve	524,395
Estimated One-time Carry-forward of Unallocated Base Net of Revenue Shortfall	4,097,578
Estimated 2010/11 Ending One-Time Reserve Balance	<u>4,106,630</u>

Office of the President/Diversity and Equity
Base Funding Request

ATTACHMENT 3
PBAC MAY 26 2011 MEETING

May 2011

	2010/11 Budget	Proposed Base Increase	Proposed 2011/12 Budget
University Operating Fund:			
Salaries and Wages	715,071	166,739	881,810
Operating expense and equipment	115,610	(610)	115,000
Subtotal prior to budget reduction	830,681	166,129	996,810
All University memberships (Institutional)	125,556	10,344	135,900
Augment for approved \$35.3MM 11/12 Prorata Budget Reduction		138,389	
Augmentation total		314,862	

PRESIDENT'S BUDGET ADVISORY COMMITTEE
May 26, 2011
MINUTES

Voting Members Present:	Area Budget Reps Present:	Staff Present:	Guests Present:
Sally Roush	Sarah Slaughter	Lorretta Leavitt	Cody Barbo
Grant Mack	Linda Lewiston	Nance Lakdawala	
Kathy LaMaster (via phone)	Linda Stewart		
Cathie Atkins (via phone)	Crystal Little		
Betsy Kinsley	Eric Rivera		
Bill Snavelly	Ethan Singer		
Jim Kitchen	Scott Burns		
Mary Ruth Carleton (via phone)			
Nancy Marlin			

Voting Members Absent:

I. Call to order - VP Roush called the meeting to order at 3:30 p.m. VP Roush inquired if there were any amendments to the agenda. There were none.

II. Information Items

- **2011/12 Meeting Schedule (Attachment 1)** - The revised PBAC schedule for 2011-12 was distributed. Please note the start time has been changed back to 2:00 p.m. VP Roush asked everyone to review it again. (Note: There may also be meetings held in June and August 2011.

III. Reports

- **2010/11 Reserves (Attachment 2)** – No new information was presented on the reserves. VP Roush said there is little news available on the 2011/12 Budget. VP Carleton commented the tax extensions may be delayed until the November or spring 2012 ballot. Governor Brown is considering a budget plan that lowers the deficit in three years instead of one. President Mack asked about funding for Aztec Nights. VP Roush responded that until state funds increase, the funding will continue to be one time and will continue to be split between Business and Financial Affairs and Student Affairs, with Associated Students also contributing.

IV. Funding Requests

- **Office of the President/Diversity & Equity Funding Augmentation Request - \$314,862 (Attachment 3)** – After some discussion, President Mack moved this item to Voting Items. Vice President Carleton seconded and the motion passed unanimously.

V. Watch List

- **Master Plan Costs – Potential Court Appeal Costs** – Estimated Cost \$175,000 – No update at this meeting.
- **SUF Class Action Suit** – Estimated Cost \$6,000,000 – No update at this meeting.
- **2011/12 Budget Issues** – The Chancellor’s Office is articulating on its website what will happen in an all cuts budget.
 - **Aztec Nights** – Estimated Cost \$175,000
 - **International/Non-Resident Student Recruitment – One time to Base Budget Funding** – Estimated Cost \$248,730
- **Imperial Valley Campus** – Discussed above.
 - **Earthquake Damage** – Estimated Cost \$1,000,000
 - **Infrastructure** – Estimated Cost TBD
- **Unfunded Compensation Items** - No update

VI. Voting Item

- **Office of the President/Diversity & Equity Funding Augmentation Request - \$314,862 (Attachment 3** – Director Snavelly moved to approve this item with the condition that any salary savings will be added back to the permanent reserve. Dr. Kitchen seconded, and the motion passed unanimously.

VII. New Business - None

VIII. Reminder - The next meeting is scheduled for Thursday, July 28, 2011 at 2:00 p.m. in MH-3318. The meeting was adjourned at 3:50 p.m. If PBAC members are unable to attend any of the next meetings, they may call **1-800-820-4690, code 6195945901.**