



San Diego State University


Business and Financial Affairs
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Agnes Wong Nickerson
Vice President and CFO

MEMORANDUM

DATE: May 2, 2022

TO: Adela de la Torre
President

FROM: Agnes Wong Nickerson 
Chair, President's Budget Advisory Committee

SUBJECT: President's Budget Advisory Committee
Recommendation of April 28, 2022

Attached is the recommendation from the President's Budget Advisory Committee (PBAC) meeting as of April 28, 2022 for approval of the 2022-23 divisional base and one-time funding requests. PBAC approved \$12,376,952 in base and \$50,815,755 in one-time requests.

Supporting materials are attached for your information. I recommend your approval.

Please let me know if you have any questions.

Attachments

PRESIDENT'S BUDGET ADVISORY COMMITTEE

May 2, 2022

RECOMMENDATION

Approve 2022/23 funding requests:

Division	Base	One-Time Pending Base	One-Time	Total
President's Office	400,000	0	247,756	674,756
Academic Affairs	5,206,952	650,000	20,078,000	25,934,952
Research & Innovation	450,000	3,730,000	1,610,000	5,790,000
Student Affairs & Campus Diversity	600,000	0	1,171,187	1,771,187
Information Technology	900,000	1,239,696	5,353,000	7,492,696
Business & Financial Affairs	1,370,000	200,000	109,116	1,679,116
Athletics	500,000	0	0	500,000
University Relations & Development	0	0	900,000	900,000
Cross-Divisional/ Institutional	1,650,000	1,500,000	300,000	3,450,000
Deferred Maintenance/ Capital	1,300,000	5,600,000	8,100,000	15,000,000
TOTAL	\$12,376,952	\$12,919,696	\$ 37,896,059	\$63,192,707

Approved by:



Adela de la Torre, President

5/8/22

Date

**President's Budget Advisory Committee
Meeting Agenda**

April 28, 2022

Via Zoom Call

<https://SDSU.zoom.us/j/83965803716>

Meeting ID: 83965803716

83965803716@zoomcrc.com

- I. Call to order**
 - Call for amendments to agenda

- II. Information Item**
 - 2022/23 Budget Update

- III. Budget Request**
 - 2022/23 Consolidated Budget Request (Attachment 1)

- IV. Watch List**
 - COVID-19
 - Deferred Maintenance

- V. New Business**

- VI. Reminder**
 - Next Meeting Date – May 12, 2022 at 2:00 p.m.

2022/23 Consolidated PBAC Budget

	2021/22	2022/23
	FINAL BL Annual	PBAC INITIAL Annual
BASE Beginning Balance	2,548,262	4,452,110
Projected BASE Allocations / (Reductions) - State Appropriation (Unfunded Mandatory Costs / Comp)		(6,000,000)
Projected BASE Allocations / (Reductions) - State Appropriation (Enrollment Growth)	9,852,518	9,427,000
Projected BASE Enrollment Revenue Growth / (Loss) - Enrollment Growth - Gross Revenue		8,000,000
TOTAL BASE REQUEST	(7,948,670)	(12,376,952)
Set-Aside for Strategic Investments for R2 > R1		(1,000,000)
2021/22 Base Allocation for Staff Position (not allocated in 2021/22)		2,000,000
2022/23 Base Allocation for Staff Position - Contingency/Critical Needs		(800,000)
BASE Surplus / (Shortfall) before Target BASE Unallocated:	4,452,110	3,702,158
Target BASE Unallocated	(4,000,000)	(4,000,000)
	BASE Surplus / (Shortfall) after Target BASE Unallocated:	(297,842)
ONE-TIME Beginning Balance	56,230,211	33,767,172
Projected ONE-TIME BASE Surplus / (Shortfall) before Target BASE Unallocated	4,452,110	3,702,158
Projected ONE-TIME Allocations / (Reductions)	17,695,775	30,000,000
Projected ONE-TIME Enrollment Revenue Growth	(64,000)	-
TOTAL ONE-TIME RECURRING REQUEST	(12,216,849)	(12,919,696)
TOTAL ONE-TIME (NON-RECURRING) REQUEST	(32,330,075)	(37,896,059)
Projected Spring (emergency) Allocation		(8,000,000)
ONE-TIME Surplus / (Shortfall) before Target BASE Unallocated:	33,767,172	8,653,575
Target ONE-TIME Unallocated	(8,000,000)	(8,000,000)
	ONE-TIME Surplus / (Shortfall) after Target ONE-TIME Unallocated:	653,575

2022/23 PBAC Proposed Initial Budget

	One-Time Pending Future Base	One-Time Allocation	Total Proposed Allocation	% of Total Proposed Allocation (excl. cross div./instnt)
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President's Office:

Internal Comm Capacity - Public Affairs/Communications Specialist I (Year 2 temp appointment)	400,000		400,000	
Internal Comm Capacity - Administrative Analyst/Specialist I Exempt (Year 2 temp appointment)		66,006	66,006	
Salesforce		85,500	85,500	
		123,250	123,250	
SubTotal President's Office:	400,000	274,756	674,756	1.5%

Academic Affairs:

Staff Positions	100,000		100,000	
ES - Researcher/Analyst	180,000		180,000	
Student Advisors - All Colleges	1,549,440		1,549,440	
Out-of-State Recruiters	442,512		442,512	
International Recruitment (Year 1 of 3 Year Commitment)		280,000	280,000	
Tenure & Promotion	660,000		660,000	
JDP Base Funding Shortfall	150,000		150,000	
SDSU IV BSN Program	300,000	168,000	468,000	
University Graduate Fellowships	235,000	125,000	360,000	
Enrollment Growth (FTES)	1,600,000	9,000,000	10,600,000	
Library Collections		300,000	300,000	
Faculty (housing) Support		360,000	360,000	
Faculty (housing) Support (catchup for unfunded 2021/22)		1,000,000	1,000,000	
Summer Incentive		4,000,000	4,000,000	
FERP		1,455,000	1,455,000	
T/T/T Faculty Start-up (incoming 2021/22)		3,700,000	3,700,000	
T/T/T Faculty Start-up (incoming 2022/23)		3,700,000	3,700,000	
SubTotal Academic Affairs:	5,206,952	20,078,000	25,934,952	58.0%

Research & Innovation:

Staff Positions	300,000		300,000	
DRI Operation Funding	150,000		150,000	
Matching Funds		300,000	300,000	
Assigned Time		650,000	650,000	
Large Grant Development Support		300,000	300,000	
Shared Equipment and Facilities		300,000	300,000	
Expanded Support for Grad Students, Postdoctoral Fellows and Research Faculty		2,000,000	2,000,000	
Corporate and Foundations Relations (Year 2)		240,000	240,000	
Research Fellows (Year 2)		120,000	120,000	
Non-technical grant writer (Year 2)		90,000	90,000	
Admin Assistant (Year 2)		90,000	90,000	
Seed Funds for Big Ideas		500,000	500,000	
Expanding Doctoral Program Support		750,000	750,000	
SubTotal Research & Innovation:	450,000	3,730,000	1,610,000	12.9%

Student Affairs & Campus Diversity:

Staff Positions	600,000		600,000	
ADA Accommodations		671,187	671,187	
Funds to Increase Student Engagement		250,000	250,000	
Implementation of College Diversity Plans		250,000	250,000	
SubTotal Student Affairs & Campus Diversity:	600,000	1,171,187	1,771,187	4.0%

2022/23 PBAC Proposed Initial Budget

Base One-Time Pending Future Base One-Time Total Proposed Allocation % of Total Proposed Allocation (excl. cross div/ instit)

Information Technology:

Staff Positions	900,000				900,000	
Software: Academic Analytics		125,000			125,000	
Software: Nuventive		45,000			45,000	
AWS Data Lake		42,000			42,000	
Databank OU		28,000			28,000	
Endpoint		441,458			441,458	
Log		155,000			155,000	
Metabim		42,500			42,500	
OneIT Stipends		135,738			135,738	
OU CMS		50,000			50,000	
Student Workers for OU		75,000			75,000	
Zoom		100,000			100,000	
Impact (formerly Eesysoft)			45,000		45,000	
Mediasite Capture System			160,000		160,000	
OnBase			290,000		290,000	
Google Workspace			168,000		168,000	
Instructional Designer			131,000		131,000	
Evening Faculty Support			82,000		82,000	
EAB Navigate			160,000		160,000	
Respondus Monitor Lockdown Browser, and 4.0			59,000		59,000	
Gradescope			58,000		58,000	
Canvas LMS			333,000		333,000	
Duo Multi-Factor Authentication for Students			42,000		42,000	
Computing Hardware for Economic Need			50,000		50,000	
Technology Student Assistants			200,000		200,000	
Summer SMART Classroom Upgrades			1,100,000		1,100,000	
Year One PeopleSoft Transition Funding & Slate Transition			1,875,000		1,875,000	
HPC Hardware for Instruction (primary focus) and Research			600,000		600,000	
SubTotal Information Technology:	900,000	1,239,696	5,353,000	7,492,696	16.7%	

Business & Financial Affairs:

Staff Positions	900,000				900,000	
Title IX Positions	195,000				195,000	
Regulatory/Compliance - BioRaft/Stormwater	150,000				150,000	
UPD CSO Program	125,000				125,000	
New Office of Energy & Sustainability Operational Budget		200,000			200,000	
SDSU IV Facilities Services Support			109,116		109,116	
SubTotal Business & Financial Affairs:	1,370,000	200,000	109,116	1,679,116	3.8%	

Athletics:

Athletics Grant-in-Aid	500,000				500,000	
SubTotal Athletics:	500,000				500,000	1.1%

University Relations & Development:

Fundraising Campaign (Year 2)			900,000		900,000	
SubTotal University Relations & Development:			900,000		900,000	2.0%

2022/23 PBAC Proposed Initial Budget

Cross Divisional / Institutional:	One-Time		Total Proposed Allocation	% of Total Proposed Allocation (excl cross div/ Instit)
	Base	Pending Future Base		
SDSURF Cost Shifting (Research Compliance)	650,000		650,000	
CSURMA Risk Pool Insurance	500,000	1,000,000	1,500,000	
Utilities	500,000	500,000	1,000,000	
Strategic Plan Initiatives		300,000	300,000	
SubTotal Cross Divisional / Institutional:	1,650,000	1,500,000	3,450,000	
Deferred Maintenance / Capital Projects				
Deferred Maintenance	1,300,000	5,400,000	6,700,000	
Fire life safety - code required inspections		200,000	200,000	
Safety and security infrastructure		750,000	750,000	
Dramatic Arts Building Fire Safety		1,750,000	1,750,000	
Hazmat Building		2,500,000	2,500,000	
Roots		1,500,000	1,500,000	
Elevators		600,000	600,000	
ADA Barrier Removal		500,000	500,000	
Exterior Painting		500,000	500,000	
SubTotal Deferred Maintenance / Capital Projects:	1,300,000	5,600,000	8,100,000	

TOTAL	12,576,952	12,919,696	37,696,698	63,192,707
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President's Budget Advisory Committee
Meeting Minutes
April 28, 2022

Voting Members Present	Area Budget Reps Present:	Staff Present:	Guests Present:
Agnes Wong Nickerson	Takeshi Kobayashi	Nance Lakdawala	
Jerry Sheehan	Mary Anne Kremicki	Amanda Fuller	
Bann Attiq	Crystal Little		
Ashley Tejada	Leslie Levinson		
Khaled Morsi	Katie Robinson		
Nola Butler-Byrd	Amanda Wilson		
Hector Ochoa			
Wil Weston			

Voting Members Absent:	Area Budget Reps Absent
Brittany Santos-Derieg	Rashmi Praba
Adrienne Vargas	
Mark Wheeler	
Sherry Ryan	
Luke Wood	
Hala Madanat	
Donatella Zona	

I. Call to order

- **Call for amendments to agenda** – Crystal Little called the meeting to order at 2:06 p.m. Crystal asked if there were any amendments to the agenda but there were none. Crystal introduced Katie Robinson, our new Director of Budget and Finance.

II. Information Items

- **2022/23 Budget Update** – Crystal Little said we anticipate receiving the May Revise in mid-May and we should receive the final budget in June. Khaled Morsi asked if the salary study is still moving forward. Katie responded, yes, it is due the end of April for the staff salary study. Crystal Little said CFA negotiations have completed but the other bargaining unit contracts are still being negotiated. Agnes said the report will go to the legislature. Khaled Morsi stated San Diego is the most unaffordable city in the U.S. Will there be a cost of living adjustment? Agnes responded compensation has to be negotiated through the unions. One recommendation is to consider compensation from a regional aspect. Agnes said one practice we are doing is helping new faculty with buying a house.

We are also hoping to start a similar program for Mission Valley with rentals. Khaled said we need to protect our investments in our faculty. Mary Anne said we do have a robust benefit package and the provost does research on what comparable institutions are paying their faculty. Provost Ochoa said we have started making adjustments to our offers, starter packages and with cost of living raises.

III. Budget Request

- **2022/23 Consolidated Budget Request (Attachment 1)** – Crystal Little said the divisional budget requests were presented during the last two meetings. They were consolidated and Crystal is presented the budget report. Nola Butler-Byrd asked if advising costs are built in? Crystal responded yes, they are in Academic Affairs' budget proposals. Agnes commented we do have some contingency funds for salary adjustments and enrollment growth. Khaled Morsi moved to add the budget requests to a voting item, Bann Attiq seconded, and the motion passed unanimously. Khaled Morsi moved to approve the recommended budget requests, Bann Attiq seconded, and the motion passed unanimously.

IV. Watch List

- **COVID-19** – No update.
- **Deferred Maintenance** – No update.

V. **New Business** – Agnes Wong Nickerson said we don't plan to meet in the summer unless there are some major changes with the May Revise or final budget. We are planning to hold a budget forum soon.

VI. Reminder

- **Next Meeting Date** – Meeting adjourned at 3:00 p.m. Our next meeting will be in the fall.

Signature: 
Agnes Wong Nickerson (May 5, 2022 20:36 PDT)

Email: awongnickerson@sdsu.edu