

**PRESIDENT’S BUDGET ADVISORY COMMITTEE**  
**May 14, 2015**  
**MINUTES**

<b>Voting Members Present:</b>	<b>Area Budget Reps Present:</b>	<b>Staff Present:</b>	<b>Guests Present:</b>
Tom McCarron	Kathy LaMaster	Crystal Little	
Douglas Deutschman	Agnes Wong Nickerson	Pam Cabal	
Mary Ruth Carleton	Linda Lewiston		
Chukuka S. Enwemeka			
David Ely			
Cezar Ornatowski			
Eric Rivera (phone)			

<b>Voting Members Absent:</b>	<b>Area Budget Reps Absent</b>
Megan Collins	Sarah Slaughter
Jacqueline Karczewski	

**I. Call to order** - VP McCarron called the meeting to order at 2:03 p.m. VP McCarron inquired if there were any amendments to the agenda but there were none.

**II. Information Items**

- **2015/16 Budget** - VP McCarron said the Governor’s May Revise was released today. The Governor’s Budget proposed a \$158.5M general fund increase for the CSU, which is \$38M than the January budget proposal of \$119.5M. The budget will be discussed in the next meeting.
- **2015/16 PBAC Calendar (Attachment 1)** – VP McCarron said the calendar has been revised to alternate dates that worked after the AR&P and BRAT meetings.

**III. Reports**

- **2014/15 Revenues (Attachment 2)** – VP McCarron talked about the budget and said that revenues are up from the last report.
- **2014/15 Base Reserves (Attachment 3)** – VP McCarron said the reserve figures have not changed recently but reduced to \$2.65M.
- **2014/15 One-Time Reserves (Attachment 4)** – VP McCarron said the only change is the increase in the estimated tuition and fee revenue over budget of \$20.5M.

**IV. Watch List**

- **Master Plan Costs** – VP McCarron reported that oral arguments are scheduled for May 26th at the San Francisco Supreme Court. Moot court / prep meeting will be held at the Chancellor's Office on May 22<sup>nd</sup>, and VP McCarron, Emeritus VP Sally Roush and AVP Bob Schulz will participate.
- **SUF Class Action Suit** – SDSU won the case. Kim Reilly testified. Since the case has been resolved, this topic will be dropped from the Watch List.
- **Unfunded Compensation** – Will be discussed in the next few meetings.

**V. Funding Requests**

- **2015/16 AA Budget Proposals (Attachment 5)** – AVP LaMaster presented Academic Affairs' funding requests, as further defined in the attachment.
- **2015/16 BFA Budget Proposals (Attachment 6)** – AVP Wong Nickerson presented Business and Financial Affairs' funding requests which are explained in the attachment.
- **2015/16 Institutional Budget Proposals (Attachment 7)** – AVP Wong Nickerson presented the Institutional Budget Proposals, as specified in the attachment.

**VI. Voting Items** – VP Rivera asked if they can vote today. VP McCarron suggested waiting at least until the next meeting when all divisional budgets will be presented.

**VII. New Business** – None.

**VIII. Reminder** – The meeting was adjourned at 3:13 p.m. Our next meeting is scheduled for Thursday, May 28, 2015 at 2:00 p.m. in MH-3318.

# **President's Budget Advisory Committee**

## **Meeting Agenda**

May 14, 2015

2:00p.m. @ MH-3318

### **I. Call to order**

- Call for amendments to agenda

### **II. Information Item**

- 2015/16 Budget
- 2015/16 PBAC Calendar (Attachment 1)

### **III. Reports**

- 2014/15 Revenues (Attachment 2)
- 2014/15 Base Reserves (Attachment 3)
- 2014/15 One-Time Reserves (Attachment 4)

### **IV. Watch List**

- Master Plan Costs
- SUF Class Action Suit
- Unfunded Compensation Items

### **V. Funding Requests**

- 2015/16 AA Budget Proposals (Attachment 5)
- 2015/16 BFA Budget Proposals (Attachment 6)
- 2015/16 Institutional Budget Proposals (Attachment 7)

### **VI. Voting Items**

### **VII. New Business**

### **VIII. Reminder**

- **Next Meeting Date – May 28, 2015 at 2:00 p.m. in MH 3318**

**PBAC  
 2015-2016 Schedule**

Scheduled	Scheduled	Scheduled	Scheduled	Scheduled	
Call for PBAC Agenda Items	BRAT Tuesdays @ 3:00 AD 225	Meeting Materials to AR&P - PBAC	AR&P Tuesdays @ 2:00 AD 225	PBAC Thursdays @ 2:00 MH 3318	
					Aug 19 - First day of Fall semester
August 24	September 1	September 4	September 8	September 10	Aug 24 - First day of Fall classes
September 7	September 15	September 18	September 22	September 24	Sep 21- Fall Census
September 28	October 6	October 9	October 13	October 22	
October 12	October 20	October 23	October 27	October 29	
October 26	November 3	November 6	November 10	November 19	
November 23	December 1 (hold)	December 4	December 8 (hold)	December 10 (hold)	Dec 10- Last day of fall classes
January 11	January 19	January 22	January 26	January 28	Jan 19 - First day of Spring semester Jan 20 - First day of Spring classes
January 25	February 2	February 5	February 9	February 11	Feb 16- Spring census
February 8	February 16	February 19	February 23	February 25	
February 22	March 1	March 4	March 8	March 10	
March 7	March 15	March 18	March 22	March 24	Mar 28 - April 1 - Spring Break
March 28	April 5	April 8	April 12	April 14	
April 11	April 19	April 22	April 26	April 28	Division Presentations (BFA, SA, PO)
April 25	May 3	May 6	May 10	May 12	May 5 - Last day of Spring classes Division Presentations (AA, URD)
May 9	May 17	May 20	May 24	May 26	May 12-15 - Commencement Days 2016/17 Allocation Vote
May 16	May 24 (hold)	May 27	May 31 (hold)	June 2 (hold)	
May 23	May 31(hold)	June 3	June 7 (hold)	June 9 (hold)	

**SAN DIEGO STATE UNIVERSITY**  
2014/15 Revenue Estimates  
As of May 5, 2015

	2013/14 Budget	2013/14 Actual	Over/(Under) Budget	% Over/(Under) Budget	2014/15 Budget	Year to Date as of 5/5/2015	Term End Estimate	Over/(Under) Budget	% Over/(Under) Budget
<b>Basic Tuition Fee - Resident</b>									
Summer	9,891,223	9,846,972	(44,252)	-0.45%	9,773,574	9,403,627	9,403,627 <sup>[3]</sup>	(369,946)	-3.79%
Fall	73,124,671	74,589,065	1,464,394	2.00%	72,765,955	74,955,955	74,955,955 <sup>[3]</sup>	2,190,000	3.01%
Spring	66,653,619	68,421,495	1,767,876	2.65%	66,525,656	67,739,446	67,823,449 <sup>[4]</sup>	1,297,793	1.95%
<b>Sub-Total Basic Tuition - Resident</b>	149,669,513	152,857,531	3,188,018	2.13%	149,065,185 <sup>[1]</sup>	152,099,029	152,183,032	3,117,847	1.18%
Tuition Fee Discounts	(41,381,900)	(41,381,900)	0	0.00%	(40,506,800)	(40,506,800)	(40,506,800)	0	0.00%
<b>Net Basic Tuition - Resident</b>	<b>108,287,613</b>	<b>111,475,631</b>	<b>3,188,018</b>	<b>2.94%</b>	<b>108,558,385</b>	<b>111,592,229</b>	<b>111,676,232</b>	<b>3,117,847</b>	<b>2.87%</b>
<b>Basic Tuition Fee - Non-Resident</b>									
Summer	888,777	960,296	71,519	8.05%	1,004,427	1,162,246	1,162,246 <sup>[3]</sup>	157,819	15.71%
Fall	6,929,329	7,862,436	933,107	13.47%	8,487,045	9,264,219	9,264,219 <sup>[3]</sup>	777,175	9.16%
Spring	6,512,381	7,188,154	675,772	10.38%	7,736,344	8,567,629	8,599,210 <sup>[4]</sup>	862,866	11.15%
<b>Sub-Total Basic Tuition - Non-Resident</b>	<b>14,330,487</b>	<b>16,010,885</b>	<b>1,680,398</b>	<b>11.73%</b>	<b>17,227,816</b> <sup>[1]</sup>	<b>18,994,094</b>	<b>19,025,676</b>	<b>1,797,860</b>	<b>10.44%</b>
<b>Out-of-State Tuition</b>									
Summer	389,333	529,292	139,959	35.95%	384,600	653,232	653,232 <sup>[3]</sup>	268,632	69.85%
Fall	5,216,408	8,041,131	2,824,723	54.15%	5,848,000	9,137,560	9,137,560 <sup>[3]</sup>	3,289,560	56.25%
Spring	4,705,271	7,175,772	2,470,501	52.50%	5,218,000	8,026,935	8,088,015 <sup>[4]</sup>	2,870,015	55.00%
<b>Sub-Total Out-of-State Tuition</b>	<b>10,311,012</b>	<b>15,746,195</b>	<b>5,435,183</b>	<b>52.71%</b>	<b>11,450,600</b> <sup>[2]</sup>	<b>17,817,727</b>	<b>17,878,807</b>	<b>6,428,207</b>	<b>56.14%</b>
<b>International Tuition</b>									
Summer	428,531	685,224	256,693	59.90%	429,600	829,560	829,560 <sup>[3]</sup>	399,960	93.10%
Fall	3,195,795	5,822,752	2,626,957	82.20%	3,651,000	7,665,738	7,665,738 <sup>[3]</sup>	4,014,738	109.96%
Spring	3,073,862	5,546,308	2,472,446	80.43%	3,478,000	7,126,599	7,147,389 <sup>[4]</sup>	3,669,389	105.50%
<b>Sub-Total International Tuition</b>	<b>6,698,188</b>	<b>12,054,284</b>	<b>5,356,096</b>	<b>79.96%</b>	<b>7,558,600</b> <sup>[2]</sup>	<b>15,621,897</b>	<b>15,642,687</b>	<b>8,084,087</b>	<b>106.95%</b>
<b>TOTAL TUITION</b>	<b>139,627,300</b>	<b>155,286,996</b>	<b>15,659,696</b>	<b>11.22%</b>	<b>144,795,400</b>	<b>164,025,947</b>	<b>164,223,401</b>	<b>19,428,000</b>	<b>13.42%</b>
<b>Application Fee</b>	2,294,000	3,261,001	967,001	42.15%	2,294,000	3,444,980	3,444,980 <sup>[3]</sup>	1,150,980	50.17%
<b>TOTAL APPLICATION FEE</b>	<b>2,294,000</b>	<b>3,261,001</b>	<b>967,001</b>	<b>42.15%</b>	<b>2,294,000</b>	<b>3,444,980</b>	<b>3,444,980</b>	<b>1,150,980</b>	<b>50.17%</b>
<b>TOTAL</b>	<b>141,921,300</b>	<b>158,547,997</b>	<b>16,626,697</b>	<b>11.72%</b>	<b>147,089,400</b>	<b>167,470,927</b>	<b>167,668,381</b>	<b>20,578,980</b>	<b>13.99%</b>

[1] Campus Basic Tuition Fee Calculation:

B 2014-01	166,552,988
SDSU Adjustments (a)	1,827,326
Designated for DPT program	(2,107,314)
	<u>166,273,000</u>

(a) SDSU adjusts the CO fee calculation to account for campus discretionary fee waivers, student mix and enrollment projections.

[2] Includes \$2 million increase in budget; Non-Resident and International Tuition budget is allocated by tuition type and term based on prior year percentage of each tuition type revenue

[3] Term estimates are based on actual revenues.

[4] Term estimates are based on Net Collections/Receivables from Cashier's Enrollment Report as of 5/5/2015 discounted based on prior year waiver/collections experience.

<b>Base Budget Reserve <sup>[a]</sup></b>			
<b>2014/15 Beginning Base Budget Reserve Balance</b>			<b>4,236,929</b>
	Net Campus and BL Adjustments		2,652,800
	Increase in Non-Resident Tuition Budget		2,000,000
<b>2014/15 Base Budget Reserve</b>			<b>8,889,729</b>
<b>2014/15 Approved Base Funding Requests</b>			
<b>Academic Affairs</b>			
	Academic Advising Center - Increase the Number of Advisors	5/29/14 PBAC	(192,984)
	International Recruitment	5/29/14 PBAC	(155,584)
	Honors College	5/29/14 PBAC	(253,480)
	On-line Course Development	5/29/14 PBAC	(201,480)
	GRA IT	5/29/14 PBAC	(193,616)
	Communications Director (Enrollment Services)	5/29/14 PBAC	(104,720)
	Out-of-state Recruiter	5/29/14 PBAC	(62,832)
	JDP fees w/UCSD	5/29/14 PBAC	(98,000)
	IT Share-support	5/29/14 PBAC	(60,000)
	Research Technicians	5/29/14 PBAC	(149,600)
<b>Academic Affairs - Encumbered in 2014/15, Base in 2015/16</b>			
	Tenure/Tenure Track Faculty (cross unit and multi-disciplinary collaborations)	5/29/14 PBAC	(1,066,680)
	2014/15 Resident Enrollment Growth of 175 FTES	5/29/14 PBAC	(1,233,350)
<b>Student Affairs</b>			
	Internship and Employment Specialist	5/29/14 PBAC	(83,175)
	Recruitment and Retention of Underrepresented Students	5/29/14 PBAC	(64,000)
	AOD Strategic Plan Task Force 2014/15 Resource Request	5/29/14 PBAC	(46,363)
	Evening Cart Service Expanded Hours	5/29/14 PBAC	(25,000)
	Women's Resource Center	5/29/14 PBAC	(71,050)
<b>Business &amp; Financial Affairs</b>			
	President's Climate Commitment Administration	5/29/14 PBAC	(20,000)
	Athletics	5/29/14 PBAC	(80,000)
	Conversion of EO Specialist to ER Manager	5/29/14 PBAC	(37,000)
	Address vulnerabilities in plumbing & electrical systems	5/29/14 PBAC	(181,373)
	Construction Administrator	5/29/14 PBAC	(134,640)
<b>University Relations &amp; Development</b>			
	Videographer	5/29/14 PBAC	(97,240)
	Director of Development, CBA	5/29/14 PBAC	(127,160)
	Sr. Director of Regional Relations & Events within Development	5/29/14 PBAC	(134,640)
	Annual Wealth Screening	5/29/14 PBAC	(25,000)
	Donor Relations Stewardship Events	5/29/14 PBAC	(15,000)
<b>Institutional</b>			
	Faculty and Staff Equity	4/16/15 PBAC	(1,300,000)
<b>Subtotal 2014/15 Approved Base Budget Funding Requests</b>			<b>2,675,762</b>
<b>2014/15 Estimated Base Budget Reserve Balance</b>			<b>2,675,762</b>

[a] All allocations for position funding are inclusive of average benefits costs.

**One-Time Reserve <sup>[a]</sup>**

2014/15 Beginning One-Time Reserve Balance 10,844,769

2014/15 Approved One-Time Funding Requests

**Academic Affairs**

Honors College	5/29/14 PBAC	(30,000)
Community Arts Events	5/29/14 PBAC	(85,000)
Learning Analytics	5/29/14 PBAC	(70,000)
International Programs	5/29/14 PBAC	(100,000)
Undergraduate Research	5/29/14 PBAC	(65,000)
Zahn Center (SDSU match)	5/29/14 PBAC	(250,000)
2014/15 Resident Enrollment Growth of 175 FTES	5/29/14 PBAC	(320,381)
Non-Resident Enrollment Growth of 448	5/29/14 PBAC	(881,047)
SDCC funds to offset instructional costs of SDSU non-resident remedial students	5/29/14 PBAC	(150,000)
GRA IT	5/29/14 PBAC	(300,000)
Lottery Restoration	5/29/14 PBAC	(417,000)
Summer SMART Upgrades	5/29/14 PBAC	(450,000)
Lab Renovations	5/29/14 PBAC	(600,000)
Corky McMillan Real Estate Center	5/29/14 PBAC	(250,000)

**Academic Affairs - Encumbered in 2014/15, One-time in 2015/16**

New Tenure/Tenure Track Faculty Start-Up	5/29/14 PBAC	(2,240,000)
The Brazil Program	10/16/14 PBAC	(500,000)
Critical Academic Needs (Support for Faculty)	10/16/14 PBAC	(2,250,000)
Enrollment Growth (405 FTES Fall 2014)	10/16/14 PBAC	(293,440)
SDSU STEM Readiness Initiative	2/12/15 PBAC	(150,000)
Library Student Computing Center	2/12/15 PBAC	(580,000)
Professor of Practice	2/12/15 PBAC	(125,000)
International Cultural Center	4/16/15 PBAC	(1,000,000)

**Student Affairs**

Aztec Mentor Program	5/29/14 PBAC	(38,000)
AOD Strategic Plan Task Force	5/29/14 PBAC	(99,810)
Sexual Violence Task Force	12/11/14 PBAC	(75,000)

**Business & Financial Affairs**

Community Policing Enhancements	5/29/14 PBAC	(300,000)
Celebrating Aztec Faculty & Staff	5/29/14 PBAC	(40,000)
President's Climate Commitment Administration	5/29/14 PBAC	(40,000)
Facility Painting Initiative	5/29/14 PBAC	(500,000)
Painting in Spring	4/16/15 PBAC	(500,000)
Deferred Maintenance - Library Roof	4/16/15 PBAC	(1,500,000)

**University Relations & Development**

Branding & Marketing - Year 2	5/29/14 PBAC	(495,000)
SIMS Lost Alumni Project	5/29/14 PBAC	(100,000)

**Institutional**

Staff Professional Development	5/29/14 PBAC	(250,000)
Enhancing Campus and Culture (ECCC) initiatives	5/29/14 PBAC	(1,000,000)
SDSU Research Foundation	5/29/14 PBAC	(1,117,000)
Destination SDSU	5/29/14 PBAC	(260,000)
Engineering Addition & Renovation - Concept Design Services	5/29/14 PBAC	(400,000)
Engineering and Interdisciplinary Sciences (ENIS) Building	12/11/14 PBAC	(5,000,000)
Destination SDSU - Marquee	4/16/15 PBAC	(500,000)
Engineering and Interdisciplinary Sciences (ENIS) Building	4/16/15 PBAC	(5,000,000)

**SubTotal 2014/15 Approved One-Time Funding Requests** (28,321,678)

**2014/15 Funding Sources**

AA - Encumbered in 2014/15, Base in 2015/16 - available for one-time use in 2014/15	2,300,030
Estimated Tuition and Fee Revenues over Budget	<u>20,578,980</u>
Estimated One-Time Carry-forward of Base Budget Reserve	2,675,762

**2014/15 Estimated One-Time Reserve Balance** 8,077,863

[a] All allocations for position funding are inclusive of average benefits costs.

## ACADEMIC AFFAIRS – BASE ALLOCATION REQUESTS: \$1,817,424

### STRATEGIC PLANNING INITIATIVES

1	TENURE AND PROMOTION	\$271,300	Request for contractual cost (7.5%) for promotion and tenure. Actual costs for past three years: 2012/13 (\$304,296), 2013/14 (\$292,584), 2014/15 (\$216,942), we are requesting the three year average (\$271,300) to cover 2015/16 promotion costs.
2	TENURE TRACK PROMOTION EQUITY	\$180,000	Faculty salaries inverted below recent hires and correction is typically handled at the time of promotion and/or tenure. Three year average inversion correction costs: 2012/13 (\$124,212), 2013/14 (\$205,404), 2014/15 (\$210,606), we are asking for the three year average (\$180,000) to cover 2015/16 costs.
3	TENURE TRACK FACULTY MARKET EQUITY REQUESTS	\$70,000	Contractually tenure track faculty can request market equity increases if they receive an offer of employment from another college or university at a higher salary. Market equity requests can be submitted at any time in the year, cost in 2014-15 estimated at \$70,000.
4	HONORS COLLEGE	\$19,456	Increase the current SSPII staff member from 0.5 to full-time will provide essential services to the college.
5	MATH CENTER	\$220,950	The Math Center will begin its first year of operation in 2015-16 and funding is needed to support a scheduler, graduate students and supplies.
6	ARTS ALIVE	\$80,000	Institutionalize the program to support marketing, programming and student employees.
7	ZAHN CENTER	\$200,000	Entrepreneurism an important high impact practice. Base funds will support personnel and programming.
8	IRB SOFTWARE	\$55,000	Recurring license costs need to be covered annually.
<b>9</b>	<b>SUBTOTAL</b>	<b>\$1,096,706</b>	

### CRITICAL SUPPORT NEEDS

10	RESIDENT ENROLLMENT	\$490,838	Campus FTES will be increased by 198 in 2015-16, a marginal cost model was used to determine funding that will be provided to the colleges with increased enrollment.
11	ITS GRAPHIC DESIGNER	\$35,720	Instructional support from the ITS graphics department has increased in recent years. We aim to increase a current staff member from 0.5 workload to full-time.
12	ENGINEERING LAB TECHNICIAN	\$126,160	There are four main areas in the College of Engineering and only one lab technician to support all of the equipment. This will support a new hire.
13	IVC – 5 YEAR PLAN OPERATIONS	\$20,000	IVC operates all campus functions and currently there is a structural deficit, over a period of five years we will eliminate the structural deficit through changes and additional funding.
14	CITY HEIGHTS	\$48,000	Continued support of the successful City Heights Collaborative to support programming
<b>15</b>	<b>SUBTOTAL</b>	<b>\$ 720,718</b>	
<b>16</b>	<b>Total Base Request</b>	<b>\$1,817,424</b>	

## ACADEMIC AFFAIRS – ONE-TIME REQUESTS: \$9,177,032

### STRATEGIC PLANNING INITIATIVES

1	AREAS OF EXCELLENCE START-UP FUNDS	\$1,200,000	Three new areas of excellence will be supported in 2015-16, these funds assure appropriate support for the incoming faculty. 6 positions @ \$200,000 average per position.
2	MULTIDISCIPLINARY RESEARCH	\$154,000	GREW – Grants and Research Enterprise Writing, 2 cohorts each year of up to 10 faculty supported through this program run through Graduate Division.
3	ARTS ALIVE	\$51,500	Faculty stipends to support curriculum innovations, design and projects
4	EXPAND STUDENT RESEARCH SYMP.	\$150,000	Support the expansion of the Student Research Symposium for the second consecutive year
5	LEARNING ANALYTICS	\$217,000	Extent the current program to identify failing students and develop interventions
6	ZAHN CENTER	\$250,000	Support student project development
7	HONORS COLLEGE	\$41,000	Faculty buyout (AUAT) for faculty advisers and Fellowship director – Rhodes, Truman, etc
8	WRITING CENTER	\$50,000	Original request was \$76K, revised to AUAT for 10 courses over fall and spring, no summer
9	MATH CENTER	\$125,000	Start-up for the center to purchase easels, tables, chairs and create visibility to the library space
10	INTERNATIONAL PROGRAMS	\$26,000	Support for college strategic plan, covers cost of additional course sections and advising
11	UNDERGRADUATE RESEARCH	\$65,000	Faculty mini grants to support undergraduate research, run through Undergraduate Division
12	CONRAD PREBYS ENDOWED CHAIR	\$200,000	An endowment has been started but funds have not reach full level, providing one-time funds for a period of three years will create a sustainable endowed chair.
13	OPERA INITIATIVE	\$25,000	Connect creative and performing arts students to the San Diego Opera
14	SMART UPGRADES	\$480,000	Technology upgrades in ten academic classrooms in Summer 2016
15	LABORATORY RENOVATIONS	\$1,020,000	Laboratory renovations to increase teaching capacity for high demand courses
16	PROVOST MILESTONE AWARDS	\$100,000	Awards will be given to departments that meet specified metrics that support the strategic plan and focus on student success
17	VISITING SCHOLARS	\$75,000	Enhance campus academic experiences with distinguished scholars
18	TENURE-TRACK START-UP PACKAGES	\$417,000	Funds to augment Academic Affairs funds to support incoming faculty starting in Fall 2016

19	COMPETITIVE GRADUATE STIPENDS	\$110,000	Pilot program in 2015-16, if successful in recruiting high quality graduate students this will be expanded and be a base request in 2016-17
20	RESEARCH DEVELOPMENT PROGRAM	\$251,000	Operationalized out of the Graduate Division this program will focus on supporting undergraduate research in faculty programs, build infrastructure to sustain scholarly activity and productivity, and to invest funds for faculty career long scholarly productivity – including peer mentoring and grant editing
<b>21</b>	<b>SUBTOTAL</b>	<b>\$5,008,000</b>	
22	FACULTY BRIDGE	\$150,000	Internally funded by GRAD DIV - supports research programs and students between grants
23	MATCHING GRANTS	\$300,000	Internally funded by GRAD DIV – provides ability to apply to a wider range of grant
24	ON-LINE GRADUATE SUPPLEMENTS	\$302,000	Internally funded by GRAD DIV – supports online applications
25	IRB AND IT SOFTWARE	\$207,000	Internally funded by GRAD DIV – exploration of new software innovations
26	SHARED RESEARCH EQUIPMENT	\$500,000	Internally funded by GRAD DIV – allows for purchasing equipment to support research
27	EMERGING AREAS OF EXCELLENCE	\$100,000	Internally funded by GRAD DIV – support for additional research projects and AoE

**CRITICAL SUPPORT NEEDS**

28	SDCC FUNDING	\$150,000	Agreement with San Diego Community Colleges to support writing and math programs
29	NON RESIDENT ENROLLMENT	\$2,338,565	Marginal funding for the non-resident enrollment growth. Academic Affairs is base funded at 2074 FTES and the actual non-resident FTES for 2014-15 was 3091 FTES, these funds support additional course sections
30	LIBRARY – SUBSCR	\$400,000	Provide support for library subscriptions to essential data bases
31	COLLEGE ADA	\$106,514	Performing arts complex ADA issues need to be addressed for public access
32	ACCREDITATION FEES	\$190,000	Accreditation fees across the colleges have increased annually, this will support all colleges
33	EQUIP. MAINTENANCE CONTRACTS	\$375,000	Equipment maintenance for teaching and research is critical and the contracts result in greater savings and equipment that is functioning
34	SOFTWARE LICENSES	\$169,000	Software licenses across all colleges to support instruction
35	STUDENT ASST.	\$439,953	All colleges have been augmenting their student asst funding, this will provide base services to colleges
<b>36</b>	<b>SUBTOTAL</b>	<b>\$4,169,032</b>	



## Business & Financial Affairs – 2015/16 Budget Requests

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Administration - Title IX Program and Infrastructure Costs - \$12,500 base critical need;  
\$5,000 one-time critical need;

Pursuant to CSU policy, SDSU is required to ensure that all new incoming students receive sexual violence awareness and prevention training, that registration holds are placed on any student who does not complete the training in a timely manner, that all returning students are provided with refresher training, and that high-risk students complete annual supplemental training. SDSU will accomplish these mandates utilizing an SDSU developed online training course for incoming students and refresher training, and the use of online training from an outside company for the supplemental trainings. The funding would cover the costs of these training programs (base budget) and the infrastructure to oversee the implementation (one-time cost), including the IT infrastructure, and part-time personnel to oversee completion and registration holds (base budget).

Administration - Part-time Student Assistants for Title IX Administration Support - \$5,000 base critical need

This position would provide administrative support to the Title IX Coordinator. The student assistant would assist with keeping the website up-to-date, help with the administration of online training of students, faculty and staff, and support the Title IX Coordinator and Deputy Title IX Coordinators with other projects as assigned.

Administration – Celebrating Aztec Faculty and Staff Committee - \$40,000 base strategic need

This is a request for continued funding of this Strategic Plan working group's annual calendar of events and programming. The funds would be used to host three Get Together, Give Back events, two Semester Socials, the Inside SDSU lecture series, and the University Field Day. The programming to date has been very successful and we hope to continue to fund the events and activities.

Administration – Human Resources Background Check Overhead - \$25,000 one-time critical need

Currently, SDSU runs background checks on all new staff and management employees. Departments are expected to cover the cost of these background checks and since the cost is charged through the Center for Human Resources' purchase order, HR staff exerts approximately 10-15 hours per week working with departments to correctly charge them for the cost of the background checks. Rather than require departments to bear the burden of these costs, we request the university fund an institutional account. We hire approximately 500 staff and management employees per year, and the background check costs are approximately \$45 per person. The use of an institutional fund would also minimize HR and department staff time in processing payments, and allow staff to focus on

## Business & Financial Affairs – 2015/16 Budget Requests

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other HR tasks. The new process will be reviewed and assessed after one year and if it is effective, we will request base funding.

Administration – 3 Public Safety Dispatchers - \$95,000 one-time critical need; \$95,000 base critical need

In the past, police officers provided coverage to our dispatchers during meal and rest breaks. Pursuant to state and federal requirements, only specially trained personnel are allowed to answer 911 calls received in Public Safety's dispatch. As such, our police officers who do not have the 60 hours of specialized training can no longer provide coverage for meal and rest breaks. Now we must staff our 24/7 dispatch center differently and require a minimum of three additional dispatch positions. Failure to provide breaks is a violation of the collective bargaining agreement and could result in significant penalties. Public Safety is currently discussing the possibility of creating a regional dispatch center with area university law enforcement agencies. As such, the costs for the dispatchers can be split between one-time and base funding as we explore ways to minimize this increased cost.

Administration – Body Worn Cameras - \$45,732 one-time critical need

We are requesting funding for body worn cameras for all of our Public Safety officers to increase safety and transparency for the officers and citizens. Costs would include a server, charging stations, software, and 30 cameras.

Administration – Active Transportation and Smoking Policy Awareness & Enforcement - \$20,000 one-time strategic need

This funding would assist with active transportation and smoking policy enforcement by covering costs associated with hiring outside security staff to assist with policy enforcement (approximately \$15,000), as well as pay for any costs relating to the education and promotion of SDSU's policies on bicycles, skateboards and smoking.

Administration - Bike Lock Program - \$18,000 one-time strategic need (\$6,000 annually for 3 years)

This program provides free bike locks to SDSU affiliates who register their bikes with Public Safety. It is one of the most popular programs. It was originally funded with grant money but has received no ongoing funding. It is a successful public relations program that has helped reduce bike thefts on campus, which is one of the biggest ongoing criminal issues.

Administration – Geofedia Contract - \$18,000 one-time critical need (\$6,000 annually for 3 years)

## Business & Financial Affairs – 2015/16 Budget Requests

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We are requesting funding for social media monitoring software that allows for real-time monitoring of criminal offenders and serves as an investigative tool for major incidents.

Administration – Mobile Safety App Services - \$30,000 one-time critical need (\$10,000 annually for 3 years)

Public Safety recently began developing a mobile safety app which will provide the SDSU community with a variety of safety-related information. The first year of funding was provided by a parent donor. This request is to fund the annual maintenance costs for three years, during which time permanent funding will be sought.

Business Operations – Custodial and Maintenance Services - \$270,000 base critical need

As a result of major renovations and new construction over the last several years more complex and sophisticated facility infrastructure systems (HVAC, electrical, plumbing and safety) have been introduced. In addition, the level at which we maintain buildings on campus that experience a higher level of visitor traffic, such as prospective students, donors, parents and alumni, are not being maintained at a sufficient level. This request would fund 2 additional custodians, a Building and Services Engineer and Maintenance Mechanic along with contractual services for these facilities, such as floor refinishing, as well as supplies and materials.

Business Operations – Chill Plant Supervisor - \$120,000 base critical need

SDSU has currently invested approximately \$10,000,000 into the new Chill Plant as part of the Steam Infrastructure project. The chill plants provide cooling for all the buildings on campus and, with this new equipment will be far more efficient than the legacy equipment and have the potential to save the university a substantial amount of utility consumption. In order to achieve these efficiencies, the equipment will need to be properly monitored and maintained.

A Chill Plant Supervisor will oversee the 3 refrigeration mechanics in the day to day operation, ongoing maintenance and repair of the campus-wide chiller systems and infrastructure and also work closely with the Assistant Director of Campus Sustainability and Control Specialists to ensure that the chiller plants are running at their optimal efficiency which, in turn will significantly reduce utility consumption and extend the useful life of the equipment.

Business Operations – Controls Specialist - \$100,000 base critical need

Facilities Services currently has one Controls Specialist, whose time is fully dedicated to operating and maintaining our legacy control systems, which date back to the 1980's. Recent and future projects, such as the Storm / Nasatir renovation, the steam infrastructure project and the Zura Hall renovation, a large number of advanced new control systems have either come on-line or will in the near future.

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Controls Specialists are not only responsible for operating and maintaining these systems, but are also heavily involved in the design phase of renovation or new construction projects. In the last few years, Facilities Services has been filling this gap with outside consulting, spending approximately \$20,000 per year for 200 hours of work on an as needed basis to address outages and problems. Consulting expenses for minimal coverage are expected to grow to \$45,000 in 2015/16 without this position.

Hiring an additional full-time Controls Specialist would allow SDSU to, not only provide dedicated support and maintenance for these new systems, but would also generate the bandwidth to optimize these systems for more efficient utility management and cost savings from both a design and operational perspective.

### Athletics Leadership Program - \$100,000 base strategic need

SDSU Athletics is creating a four-year program that fosters academic, social, and personal success. Each year, student-athletes will receive programming in a classroom setting that enhances their academic preparedness, furthers personal growth, and creates a greater understanding and appreciation of the social connections that are available at SDSU. The freshman and sophomore year seminars will be 1 unit each and will be primarily focused on academic success and campus resources available to all students. The junior and senior year seminars will be 0.5 units with a focus on career development and facilitating the transition to life after athletics. Leadership education and training will be a recurring annual theme for further enrichment, which further imparts the larger campus message of “Leadership Starts Here”. Student-athletes participating in this four-year program will receive a 3 unit elective package, in addition to the opportunity to earn the SDSU Leadership Certificate. Due to the time demands of practice and competition, student-athletes typically are not afforded the opportunity to access the various resources of the general campus community. This program creates opportunities for student-athletes to understand themselves and others and to facilitate academic and social success in a supportive and inclusive learning environment.

**Budget Requests as of May 05, 2015**

**Institutional**

Automated External Defibrillator Program (replacement and maintenance)  
 SDSURF  
 Staff Professional Development  
 ECCC  
 Painting  
 Window Washing (50% of total costs)  
 Gum Removal  
 Budget and Reporting Software  
 Budget and Reporting Software On-going Licensing and Maintenance

	One-time		
	Critical Need	Strategic Need	Total
			\$ -
	\$ 1,000,000.00		\$ 1,000,000.00
		\$ 250,000.00	\$ 250,000.00
		\$ 1,000,000.00	\$ 1,000,000.00
	\$ 500,000.00		\$ 500,000.00
	\$ 100,000.00		\$ 100,000.00
	\$ 100,000.00		\$ 100,000.00
	\$ 200,000.00		\$ 200,000.00
			\$ -
			\$ -
<b>Total Institution</b>	<b>\$ 1,900,000.00</b>	<b>\$ 1,250,000.00</b>	<b>\$ 3,150,000.00</b>

	Base		
	Critical Need	Strategic Need	Total
	\$ 7,400.00		\$ 7,400.00
			\$ -
			\$ -
			\$ -
			\$ -
	\$ 100,000.00		\$ 100,000.00
			\$ -
			\$ -
<b>Total Institution</b>	<b>\$ 107,400.00</b>	<b>\$ -</b>	<b>\$ 107,400.00</b>

## Institutional – 2015/16 Budget Requests

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### Institutional – Automated External Defibrillator Program - \$7,400 base critical need

The AED program has expanded dramatically since its inception to 46 units currently deployed around campus. Public Safety has been tasked with its upkeep but there has been no funding attached to the maintenance program. This funding would allow for upkeep, maintenance and replacement of AED devices on campus.

### Institutional – SDSU Research Foundation - \$1,000,000 one-time critical need

The FY 2015-16 proposed budget for SDSU Research Foundation has improved and revenues from Facilities & Administrative recoveries are expected to stabilize.

SDSU Research Foundation revenues correlate to the number of active SDSU research faculty. Due to state budget reductions, this period saw a decline in the number of faculty from 820 in FY 2010-11 to 764 in FY 2013-14. As the federal budget improves and efforts to recruit more active researchers to SDSU continue, proposal submissions, awards, F&A and expenditure rates will increase

Initial budget projections for FY 2015-16 required \$2.5 million in reserves to balance the FY 2015-16 Budget – even after making additional reductions in staff and other operating costs. SDSU Research Foundation management has a multi-year strategy to address the decline in operating revenue using a combination of reserves, selective staff reductions and enhanced service initiatives. This plan is closely tied to the university's strategic plan to recruit active researchers and enhance the research infrastructure. Using \$2.5 million to balance the budget would have depleted the research foundation's discretionary reserves.

SDSU Research Foundation is requesting a waiver of \$1 million in certain allocations provided to the university for FY 2015-16 so that its reserves can be stretched over several years, allowing time for the investments in research to materialize. These allocations were costs historically assumed by the university but shifted to the research foundation in FY 2009-10 during the university's budget crisis.

### Institutional – Staff Professional Development - \$250,000 one-time strategic need

This is a continuation of one-time funding for staff professional development supporting the campus and communication strategic initiative. The funding is used to support individual professional development trainings at a divisional level. Staff professional development is important for the professional growth and retention of our employees. During budget cuts, many departmental discretionary budgets were cut and, as a result, departments do not have the resources to pay for trainings. This funding will better support management and staff.

### Institutional – ECCC - \$1,000,000 one-time strategic need

## Institutional – 2015/16 Budget Requests

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Support for the Enhancing Campus Climate and Culture for Persons of Varying Abilities Committee (ECCC) will address barrier removal, support for individuals with disabilities, and public outreach to support the integration of a broader cross section of the population into the campus community. These funds will prioritize improving barrier removal for ADA parking and exterior paths of travel to major building entrances, door actuators and barrier removals in major buildings, and continuing the improvement of ADA compliant bathroom facilities. Specific projects will be vetted with Academic Affairs and Student Disability Services. Funds will also be used to support educational programs and specialized services as appropriate.

### Institutional – Painting - \$500,000 one-time critical need

To date, Facilities Services has received \$1,500,000 for numerous painting projects, both interior and exterior. Two major exterior areas include Manchester Hall and the buildings enclosing the Mediterranean Garden. Soon to be completed exteriors are Physics Astronomy, Physical Sciences and Physics. New window tinting is also being added to complete the professional look and improve energy efficiency. There have been approximately 200 individual interior areas on campus that have also been painted. The money received has allowed the hiring of two painters increasing the maintenance output by 33%. This has resulted in a quicker response time to campus needs.

Facilities Services is requesting another \$500,000 to continue the work started. This will allow the temporary painters to stay another year, continuing to focus on campus interiors and exteriors. The interior space painting will be focused in creating not just repainted single areas but rather painting whole floors creating a “refreshing” of the building. The next exterior group of buildings will focus on the quad surrounded by PSFA, Hardy Tower and Hepner Hall.

### Institutional – Window Washing - \$100,000 one-time critical need (50% of campus)

The windows at SDSU have not been routinely cleaned for years. They have a dirty appearance from the outside and give an appearance of neglect from the inside. Clean windows have an effect of making the building sparkle. This is especially noticeable when the Library Dome, for instance, is cleaned. This will have a significant impact on the look of the campus as well as the morale of the people in the buildings looking out the windows.

Once a one-time cleaning is performed, a plan can be developed to perform ongoing cleaning in rotating zones of the campus at a lower annual cost if funds are available.

### Institutional – Gum Removal \$100,000 one-time critical need

Dirty sidewalks are a visible detraction to the overall campus appearance. Most noticeable are the “black” spots caused by chewing gum. It has been many years since Facilities Services did any routine gum removal on sidewalks. It has been estimated by outside vendors to cost \$100,000 to pressure wash and remove the gum.

## Institutional – 2015/16 Budget Requests

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Institutional – Budget and Reporting Software \$200,000 one-time critical need; \$100,000 base critical need

Currently, our budget coordinators working across campus in departments, divisional and central offices primarily use shadow systems in MS Excel to consolidate data from the various systems on campus such as financial data from Oracle Finance, and human resource data from Peoplesoft for use in planning, budgeting and reporting processes. In addition, we do not have a comprehensive reporting solution or data warehouse, and budget coordinators rely on the limited financial reporting functionality in the Oracle E-Business Suite to produce standard and financial reports.

A comprehensive planning, budgeting, and reporting software solution would be capable of interfacing with other campus systems to provide integrated, multi-year financial and human resource information, and to support and streamline campus-wide planning, budgeting and reporting processing, reduce cycle times, and improve transparency and accountability of campus resources. Funding would cover one-time implementation costs and ongoing costs of user licenses supporting all divisions and departments on campus.