



SAN DIEGO STATE
UNIVERSITY


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Sally Roush
Vice President

MEMORANDUM

DATE: September 15, 2011

TO: Elliot Hirshman
President

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

SUBJECT: President's Budget Advisory Committee
Recommendation of September 15, 2011

Attached is the Recommendation from the President's Budget Advisory Committee (PBAC) Meeting of September 15, 2011 for approval of the 2011/12 one-time budget allocations. 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
September 15, 2011

RECOMMENDATION

Approve 2011/12 one-time budget allocations:

1. Instructional Equip & Software (replaces Lottery funding)	\$417,000
2. Out-of State Student Recruitment	\$118,060
3. International Student Recruitment	\$151,920
4. Don Powell Theater ADA Accessibility Enhancements	\$444,582
5. Research, Scholarship and Creative Activity	\$194,168
6. Staff Professional Development	\$250,000

Approved by:



Elliot Hirshman, President

10/6/2011
Date

President's Budget Advisory Committee
Meeting Agenda
September 15, 2011
2:00p.m. @ MH- 3318

I. Call to order

- Call for amendments to agenda

II. Information Item

- Update on 2011/12 State Budget

III. Reports

- 2011/12 Revenues (Attachment 1)
- 2011/12 Reserves (Attachment 2)

IV. Funding Requests

- 2011/12 One-Time Funding Requests (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
- Imperial Valley Campus
 - Infrastructure – Estimated Cost TBD
- Unfunded Compensation Items

VI. Voting Items

VII. New Business

VIII. Reminder

- Next Meeting Date – October 13, 2011 at 2:00 p.m. in MH 3318

SAN DIEGO STATE UNIVERSITY
2011/12 Revenue Estimates
As of September 13, 2011

		<u>2010/11 Budget</u>	<u>2010/11 Actual</u>	<u>Over/(Under) Budget</u>	<u>% Over/(Under) Budget</u>	<u>2011/12 Budget</u>	<u>Year to Date as of 9/13/2011</u>	<u>Term End Estimate</u>	<u>Over/(Under) Budget</u>	<u>% Over/(Under) Budget</u>
<u>Basic Tuition Fee</u>										
	Summer	7,602,899	8,775,213	1,172,314	15.42%	9,694,000	9,703,373	9,703,373	9,373	0.10%
	Fall	60,059,894	58,689,413	(1,370,481)	-2.28%	78,216,000	71,558,330	78,240,790 ^[3]	24,790	0.03%
	Spring	66,760,207	62,408,628	(4,351,579)	-6.52%	71,163,000		71,163,000	0	0.00%
	Sub-Total Basic Tuition	134,423,000	129,873,253	(4,549,747)	-3.38%	159,073,000 ^[1]	81,261,703	159,107,162	34,162	0.02%
<u>Non-Resident Tuition</u>										
	Summer	265,653	350,424	84,771	31.91%	294,529 ^[2]	452,628	452,628	158,099	53.68%
	Fall	4,167,344	5,324,909	1,157,565	27.78%	4,475,543 ^[2]	4,688,054	5,980,060 ^[3]	1,504,517	33.62%
	Spring	3,403,401	5,018,419	1,615,018	47.45%	4,217,940 ^[2]		4,217,940	0	0.00%
	Sub-Total NR Tuition	7,836,398	10,693,752	2,857,354	36.46%	8,988,012	5,140,682	10,650,628	1,662,616	18.50%
<u>International Tuition</u>										
	Summer	346,999	428,817	81,818	23.58%	360,416 ^[2]	383,548	383,548	23,132	6.42%
	Fall	3,704,239	3,444,684	(259,555)	-7.01%	2,895,229 ^[2]	2,734,776	3,404,870 ^[3]	509,641	17.60%
	Spring	2,978,564	3,120,247	141,683	4.76%	2,622,543 ^[2]		2,622,543	0	0.00%
	Sub-Total International Tuition	7,029,802	6,993,748	(36,054)	-0.51%	5,878,188	3,118,324	6,410,961	532,773	9.06%
TOTAL TUITION										
		149,289,200	147,560,753	(1,728,447)	-1.16%	173,939,200	89,520,709	176,168,752	2,229,552	1.28%
Application Fee										
		2,294,000	2,748,405	454,405	19.81%	2,294,000	2,755	2,294,000	0	0.00%
TOTAL APPLICATION FEE										
		2,294,000	2,748,405	454,405	19.81%	2,294,000	2,755	2,294,000	0	0.00%
TOTAL										
		151,583,200	150,309,158	(1,274,042)	-0.84%	176,233,200	89,523,464	178,462,752	2,229,552	1.27%

[1] Campus Basic Tuition Fee Calculation:

B 2011-02	164,061,000
SDSU Adjustments (a)	(4,988,000)
	<u>159,073,000</u>

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

[2] Non-Resident and International Tuition budget is allocated by tuition type and term based on prior year percentage of total tuition revenue.

[3] Fall term estimates are based on Net Collections/Receivables from Cashier's Enrollment Report as of 8/31/2011 discounted based on prior year waiver/collections experience.

Base Budget Reserve

2011/12 Beginning Base Budget Reserve Balance		524,395
	President's Office/ODE Augmentation	(314,862)
	(Approved 5/26/2011)	
2011/12 Base Budget Reserve		<u>209,533</u>

One-Time Reserve

2011/12 Beginning One-time Reserve Balance		<u>4,610,156</u>
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2011/12 Approved Funding Requests

Academic Affairs

Lottery Funds Reduction - Equip & Software	(417,000)
(If approved)	
Out-of-State Recruitment	(118,060)
(if approved)	
Research, Scholarship and Creative Activity (no CSU funding)	(194,168)
(if approved)	

Business & Financial Affairs

IVC Earthquake Damage - CAL EMA FEMA reimbursement	21,937
(Approved 4/28/11)	
Don Powell Theater ADA Accessibility Enhancements	(444,582)
(if approved)	

Student Affairs

International Recruitment	(151,920)
(if approved)	

Institutional

Staff Professional Development	(250,000)
(if approved)	

2011/12 One-Time Reserve Balance		<u>3,056,363</u>
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ACADEMIC AFFAIRS 2011/12 ONE-TIME BUDGET REQUESTS

Lottery Funds

\$417,000

The Chancellor's Office reduced Lottery allocations to the CSU universities in order to fund the Summer 2012 Early Start Program. The specific campus reduction was \$417,000. These funds are essential for annual equipment and software purchases in support of the university's instructional mission.

Out-of-State Recruitment Funds

\$118,060 [1]

In order to expand our out-of-state recruitment efforts we are requesting an additional \$100,000 for the following items:

Hire an additional out-of-state admissions counselor/recruiter

Salary \$42,000

Benefits of 43% \$18,060

Travel expenses for additional admissions counselor/recruiter. \$15,000

Implement an alumni recruiting pilot program including the creation of a data base of alumni contacts interested in hosting recruiting events and develop a training/information program for these contacts. \$23,000

Cost of additional reception and print materials and mailings. \$20,000

Total

\$535,060

[1] This excludes social media costs already utilized for out-of-state recruitment.

Revised
9/7/2011

ADA ACCESS IMPROVEMENTS AT DON POWELL THEATRE

AUGUST 2011

Introduction

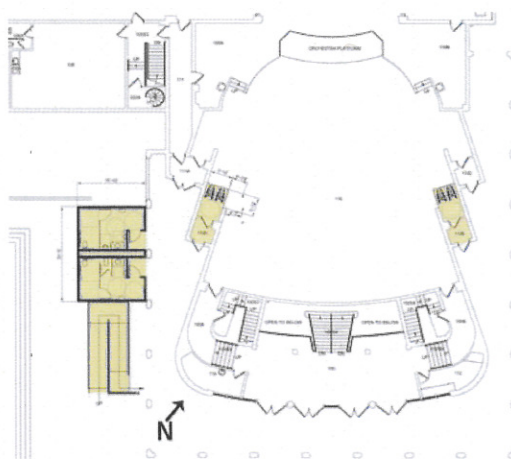
The Don Powell Theater was constructed in 1967, prior to enactment of the American with Disabilities Act (ADA). The Theatre was constructed with a steeply-sloped floor throughout. This makes wheelchair use for patrons difficult at best. The proposal provides accessible entry paths of travel, the addition of level platforms for wheelchair patrons and accessible restroom facilities.

Proposed Solution

A plan has been developed to substantially enhance access for the disabled.. This plan will provide better and more direct wheel chair access to enter the Theatre, two level platforms for wheel chair patrons, and ADA compliant restroom facilities adjacent to the Theatre.

The proposed solution creates:

1. ADA access at mid-level locations at the east and west entries by providing interior ramps and dedicated level platforms for ADA seats. Each of two platforms will provide room for two wheelchairs (two at the east and two at the west) plus adjacent accommodation will be provided in the form of dedicated companion seating utilizing existing seating configurations.
2. Two ADA compliant toilet facilities adjacent to the Theatre to the west; one men's and one women's restroom facility, each with one ADA stall and one additional toilet fixture.
3. The addition of a new exterior ADA ramp along the west side of the Dramatic Arts building which will lead to new ADA compliant restrooms at the Theatre.



Schedule

Construction documents are proposed to be complete by January 2012 with construction activities scheduled soon thereafter. The project is expected to be complete during summer 2012 with use ready for the Fall season.

Current Request

Don Powell Theater ADA Accessibility Enhancements

Cost

\$444,582

STUDENT AFFAIRS FY 2011/12 FUNDING REQUEST

International Student Recruitment

\$151,920

In FY 2011/12, ISC staff will participate in U.S. higher education recruitment fairs including meetings with educational sponsors, parents, alumni, U.S. Embassy officials, and school counselors. In fall 2011, ISC staff will continue to recruit students in Asia, India, the Middle East, Turkey, Europe and will expand our presence into Latin America for the first time, the Caribbean and 28 overseas programs for small groups. In spring 2012, we will recruit in the Middle East and Eurasia. These activities provide access to highly qualified students and align with the University's goal of attracting qualified first-time freshman as well as increasing overall international enrollments from diverse countries.

During mid 2011/12, we will participate in the Council of International Schools (CIS), consisting of international high schools that represent highly qualified English speaking students throughout the world. Students from these high schools are well-qualified academically, and financially capable of bearing the cost of their academic preparation in the U.S. This is particularly important for us as we focus on increasing freshmen enrollments. Second, we will be working closely with Education U.S.A. global network of more than 400 advising centers supported by the Bureau of Educational and Cultural Affairs in the U.S. Department of State. We will also continue to collaborate with reputable agents who have been endorsed by their ministers of higher education (without providing commissions) in those countries that rely upon them for their recruitment infrastructure.

FALL 2011 Recruitment Costs: \$59,050

Asia -- September 17 – October 13

Seoul, Korea; Shanghai, China; Beijing, China; Hong Kong, Hong Kong; Hanoi, Vietnam; Ho Chi Minh City, Vietnam; Kuala Lumpur, Malaysia; Jakarta, Indonesia; Singapore, Singapore; Bangkok, Thailand; Phnom Penh, Cambodia

Latin America -- September 10-September 24

Quito, Ecuador; Guayaquil, Ecuador; Sao Paulo, Brazil; Brasilia, Brazil; Curitiba, Brazil; Porto Alegre, Brazil

Spring 2012 Recruitment Costs: \$21,500

The ISC will focus on attracting more sponsored students. We will join the U.S. Educational Group tour in spring 2012. We will also participate in the Education USA East Asia and Pacific Triennial Conference in Malaysia. We will work with Malaysian Ministry of Higher Education to recruit sponsored Malaysian students to SDSU.

Education USA East Asia and Pacific Triennial Conference -- March 31 – April 2

Kuala Lumpur, Malaysia; and April 3 – 5 visits with INTI, Sunway, Taylor Colleges and MARA, PSD, and Petronas (government and corporate sponsors)

Middle East and Eurasia dates not yet available

2011/2012 Fall and Spring Recruitment Costs:	\$ 80,550
Additional recruiter (SSP II)	48,000
Benefits (43%)	20,640
Student for Recruitment Call Center	2,730
Total FY 2011/12 Funding Request	\$151,920

Faculty and Staff Development Funds

9.7.11

Research, Scholarship and Creative Activity Funds

\$194,168

These funds are normally provided by the Chancellor's Office, but have been suspended due to 2011/12 budget issues. The \$194,168 is combined with \$95,844 in Provost Office faculty development funds and \$90,000 from the Provost's Research Foundation for a total of \$380,012 in funds to provide faculty, especially our newer faculty, with mini-grants to support their research, scholarship and creative activity efforts.

Staff Professional Development

\$250,000

Even in difficult budget circumstances, it is critical to continue to invest in the professional growth and development of the University's staff. Ongoing staff professional development is critical to the University's ability to carry out our core mission. The requested amount would be for the purpose of providing staff and front line managers professional development opportunities to remain current in the profession, learn new skills, and address emerging issues in higher education. Well trained staff and managers are critical to providing high quality service to our students and faculty. The funds will be distributed proportionately to the divisions and would be expended at the discretion of the appropriate vice president to accomplish the stated purpose.

PRESIDENT'S BUDGET ADVISORY COMMITTEE
September 15, 2011
MINUTES

Voting Members Present:	Area Budget Reps Present:	Staff Present:	Guests Present:
Sally Roush	Lorretta Leavitt	Nance Lakdawala	
Andrea Rollins	Linda Lewiston		
Kathy LaMaster	Eric Rivera		
Cathie Atkins	Ethan Singer		
Nancy Marlin			
Bill Snavelly			
Jim Kitchen			

Voting Members Absent:
Cody Barbo
Mary Ruth Carleton

I. Call to order - VP Roush called the meeting to order at 2:05 p.m. VP Roush inquired if there were any amendments to the agenda. There were none. VP Roush welcomed and introduced Andrea Rollins, our new President's Chief of Staff.

II. Information Items

- **Update on 2011/12 State Budget** – VP Roush said we have not received any further information on the \$100M trigger for 2011/12 or if the current budget cut will become base budget for next year. The trustees' planning framework for 2012/13 will be presented to the Board of Trustees in September 2011; the Governor's Budget may be presented in January, 2012.

III. Reports

- **2011/12 Revenues (Attachment 1)** – AVP Burns presented the revenues for this year.
- **2011/12 Reserves (Attachment 2)** – AVP Burns presented the reserves which reflect today's attached proposals.

IV. Funding Requests

- **2011/12 One-Time Funding Requests (Attachment 3)**
 - **Lottery Funds** – AVP Singer explained the Chancellor's Office reduced lottery allocations to the universities to fund the Summer 2012 Early Start Program. One-time funds of \$417,000 are requested for essential equipment and software.

- **Out-of-State Recruitment Funds** – Provost Marlin said this program has been very successful and we are hoping to expand it. The requested amount is \$535,060 for a recruiter and alumni recruiting pilot program.
- **ADA Access Improvements at Don Powell Theatre** – We are requesting \$444,582 for two level platforms for wheel chairs and ADA compliant restrooms adjacent to the theatre.
- **International Student Recruitment** – VP Kitchen explained this program has been quite successful and \$151,920 is being requested for an added recruiter and more assistance at the call center.
- **Research, Scholarship and Creative Activity Funds** – Provost Marlin said the funds from the Chancellor's Office have been suspended and we are requesting \$194,168 to provide faculty with mini-grants to support their research and creative activity efforts.
- **Staff Professional Development** - VP Roush said the request is \$250,000 for staff professional development for continued training in areas critical to our core mission. The funds would be distributed proportionately to the divisions and could be used at all staffing levels.

After some discussion, Provost Marlin moved to allow a vote on these funding requests today. The motion passed unanimously.

V. **Watch List**

- **Master Plan Costs** – VP Roush said the appeal hearing has been delayed. Any decisions will be made many months down the road.

VI. **Voting Item** - Provost Marlin moved to approve the funding requests listed above, VP Kitchen seconded, and the vote passed unanimously.

VII. **New Business** - None

VIII. **Reminder** - The next meeting is scheduled for Thursday, October 27, 2011 at 2:00 p.m. in MH-3318. The meeting on October 13, 2011, has been cancelled.