

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

November 14, 2019  
2:00p.m. @ Lipinsky SSW-1608

**I. Call to order**

- Call for amendments to agenda

**II. Information Item**

- Budget Forum 11/22/19 1-3:00pm

**III. Reports**

- 2019/20 Revenues (Attachment 1)
- 2019/20 Base Reserves (Attachment 2)
- 2019/20 One-Time Reserves (Attachment 3)
- 2019/20 Multi-Year Budget (Attachment 4)

**IV. Watch List**

- Graduation Initiative 2025
- IT Governance
- Infrastructure (electrical/steam)
- Mission Valley

**V. 2019/20 Funding Requests**

- 2019/20 Consolidated Fall Base and 1x Proposals (Attachment 5)
- 2019/20 AA Budget Proposals – Consolidated (Attachment 6)
- 2019/20 GRA Budget Proposals – Consolidated (Attachment 7)
- 2019/20 SA Budget Proposals – Consolidated (Attachment 8)
- 2019/20 IT Budget Proposals – Consolidated (Attachment 9)
- 2019/20 DDI Budget Proposals – Consolidated (Attachment 10)
- 2019/20 BFA Budget Proposals – Consolidated (Attachment 11)
- 2019/20 CROSSDIV Budget Proposals – Consolidated (Attachment 12)

**VI. New Business**

**VII. Reminder**

- Next Meeting Date – December 12, 2019 at 2:00 p.m. in MH 3318

**SAN DIEGO STATE UNIVERSITY**  
**2019/20 Revenue Estimates**  
**As of November 14, 2019**

		<b>2018/19</b>	<b>2018/19</b>	<b>Over/(Under)</b>	<b>%</b>		<b>2019/20</b>	<b>2019/20</b>	<b>2019/20</b>	<b>Over/(Under)</b>	<b>%</b>
		<b>Budget</b>	<b>Actual</b>	<b>Budget</b>	<b>Over/(Under)</b>	<b>Budget</b>	<b>Year to Date</b>	<b>Term End</b>	<b>Estimate</b>	<b>Budget</b>	<b>Over/(Under)</b>
					<b>Budget</b>		<b>11/5/2019</b>				<b>Budget</b>
1	<b>Basic Tuition Fee - Resident</b>										
2	Summer	9,527,000	10,208,006	681,006	7.15%	10,325,000	10,730,270	10,730,270	<sup>[2]</sup>	405,270	3.93%
3	Fall	78,201,000	80,268,852	2,067,852	2.64%	79,199,000	76,414,706	79,354,035	<sup>[3]</sup>	155,035	0.20%
4	Spring	<u>72,332,000</u>	<u>73,588,819</u>	<u>1,256,819</u>	<u>1.74%</u>	<u>72,584,000</u>		<u>72,584,000</u>	<sup>[4]</sup>	<u>0</u>	<u>0.00%</u>
5	<b>Sub-Total Basic Tuition - Resident</b>	160,060,000	164,065,677	4,005,677	2.50%	162,108,000	87,144,976	162,668,304		560,304	0.35%
6	Tuition Fee Discounts <sup>[1]</sup>	<u>(41,975,000)</u>	<u>(41,975,000)</u>	<u>0</u>	0.00%	<u>(40,936,300)</u>	<u>(40,936,300)</u>	<u>(40,936,300)</u>		<u>0</u>	<u>0.00%</u>
7	<b>Net Basic Tuition - Resident</b>	<b>118,085,000</b>	<b>122,090,677</b>	<b>4,005,677</b>	3.39%	<b>121,171,700</b>	<b>46,208,676</b>	<b>121,732,004</b>		<b>560,304</b>	0.46%
8											
9											
10	<b>Basic Tuition Fee - Non-Resident</b>										
11	Summer	1,265,000	2,130,924	865,924	68.45%	1,390,000	1,971,530	1,971,530	<sup>[2]</sup>	581,530	41.84%
12	Fall	8,779,000	13,236,344	4,457,344	50.77%	9,571,000	13,075,527	13,167,014	<sup>[3]</sup>	3,596,014	37.57%
13	Spring	<u>7,924,000</u>	<u>11,951,910</u>	<u>4,027,910</u>	<u>50.83%</u>	<u>8,548,000</u>		<u>8,548,000</u>	<sup>[4]</sup>	<u>0</u>	<u>0.00%</u>
14	<b>Sub-Total Basic Tuition - Non-Resident</b>	<b>17,968,000</b>	<b>27,319,178</b>	<b>9,351,178</b>	52.04%	<b>19,509,000</b>	<b>15,047,057</b>	<b>23,686,544</b>		<b>4,177,544</b>	21.41%
15											
16											
17	<b>Out-of-State Tuition</b>										
18	Summer	784,000	1,386,688	602,688	76.87%	950,000	1,480,411	1,480,411	<sup>[2]</sup>	530,411	55.83%
19	Fall	10,773,000	16,409,993	5,636,993	52.33%	11,747,000	16,651,827	16,614,893	<sup>[3]</sup>	4,867,893	41.44%
20	Spring	<u>9,669,000</u>	<u>14,818,161</u>	<u>5,149,161</u>	<u>53.25%</u>	<u>10,541,000</u>		<u>10,541,000</u>	<sup>[4]</sup>	<u>0</u>	<u>0.00%</u>
21	<b>Sub-Total Out-of-State Tuition</b>	<b>21,226,000</b>	<b>32,614,842</b>	<b>11,388,842</b>	53.66%	<b>23,238,000</b>	<b>18,132,238</b>	<b>28,636,304</b>		<b>5,398,304</b>	23.23%
22											
23											
24	<b>International Tuition</b>										
25	Summer	1,042,000	1,630,174	588,174	56.45%	1,076,000	1,311,788	1,311,788	<sup>[2]</sup>	235,788	21.91%
26	Fall	7,311,000	10,365,994	3,054,994	41.79%	6,710,000	9,315,343	9,159,575	<sup>[3]</sup>	2,449,575	36.51%
27	Spring	<u>6,730,000</u>	<u>9,124,260</u>	<u>2,394,260</u>	<u>35.58%</u>	<u>6,002,000</u>		<u>6,002,000</u>	<sup>[4]</sup>	<u>0</u>	<u>0.00%</u>
28	<b>Sub-Total International Tuition</b>	<b>15,083,000</b>	<b>21,120,428</b>	<b>6,037,428</b>	40.03%	<b>13,788,000</b>	<b>10,627,131</b>	<b>16,473,363</b>		<b>2,685,363</b>	19.48%
29											
30											
31	<b>TOTAL TUITION</b>	<b>172,362,000</b>	<b>203,145,126</b>	<b>30,783,126</b>	17.86%	<b>177,706,700</b>	<b>90,015,102</b>	<b>190,528,215</b>		<b>12,821,515</b>	7.21%
32											
33											
34	<b>Application Fee</b>	2,294,000	3,923,498	1,629,498	71.03%	2,294,000	0	2,294,000	<sup>[4]</sup>	0	0.00%
35											
36	<b>TOTAL APPLICATION FEE</b>	<b>2,294,000</b>	<b>3,923,498</b>	<b>1,629,498</b>	71.03%	<b>2,294,000</b>	<b>0</b>	<b>2,294,000</b>		<b>0</b>	0.00%
37											
38											
39	<b>TOTAL</b>	<b>174,656,000</b>	<b>207,068,624</b>	<b>32,412,624</b>	18.56%	<b>180,000,700</b>	<b>90,015,102</b>	<b>192,822,215</b>		<b>12,821,515</b>	7.12%

[1] Tuition fee discounts includes State University Grant and other tuition fee discounts.

[2] Term estimates are based on actual revenues.

[3] Term estimates are based on SAS Enrollment Report as of 11/5/2019 discounted based on prior year waiver/collections experience.

[4] Term and Application fee estimates are based on budgeted revenues.

**Base Budget Reserve**<sup>[a]</sup>

1	<b>2019/20 Beginning Base Budget Reserve Balance</b>		<b>6,602,446</b>
2		BL Allocations	18,235,300
3		BL Mandatory Costs	(15,786,300)
4		Campus Revenue Adjustments	4,106,000
5		BL Allocation (Graduation Initiative 2025)	1,846,000
6		BL Allocation GI 2025 to Academic Affairs - Faculty	(1,199,850)
7		BL Allocation GI 2025 to Academic Affairs - Advisors	(646,150)
8	<b>2019/20 Base Budget Reserve</b>		<b>13,157,446</b>
9			
10	<b>2019/20 Approved Base Funding Requests</b>		
11			
12	<b>Academic Affairs</b>		
13		New T/TT Faculty Positions (20 positions over 2 years) PBAC 5/23/2019	(2,985,000)
14		Faculty promotion-based salary increase funding PBAC 5/23/2019	(502,700)
15		Academic Advisors: Move from 1-Time to Base Funding PBAC 5/23/2019	(345,708)
16		Enrollment Growth PBAC 5/23/2019	(1,500,000)
17		Library Acquisitions (year 5 of 5 year plan) PBAC 5/23/2019	(100,000)
18		Administrative Analyst for AA Resource Management Office (50%) PBAC 5/23/2019	(52,500)
19		SDSU IV – Operations Budget (year 5 of 5 year plan) PBAC 5/23/2019	(20,000)
20		Black Student Retention Needs: Meeting Grad 2025 Goals PBAC 5/23/2019	(70,000)
21		Tribal Liaisons PBAC 5/23/2019	(150,000)
22		Pool of resources to be distributed competitively for new staff positions PBAC 5/23/2019	(600,000)
23		Funding to Support Master's Student Research/Creative Activities PBAC 5/23/2019	(250,000)
24		Student Research Symposium (SRS) PBAC 5/23/2019	(50,000)
25	<b>Division Of Diversity And Innovation</b>		
26		Staff for Office of Faculty Diversity and Inclusion PBAC 5/23/2019	(390,000)
27	<b>Student Affairs</b>		
28		Career Development Coordinators PBAC 5/23/2019	(58,944)
29		StratComm - Web Developer SA PBAC 5/23/2019	(81,000)
30	<b>Business &amp; Financial Affairs</b>		
31		Budget Transparency Software PBAC 5/23/2019	(30,000)
32		Emergency Management Coord PBAC 5/23/2019	(97,500)
33		Project Delivery Team PBAC 5/23/2019	(375,000)
34		FS Management Staffing - Associate Director Administration PBAC 5/23/2019	(37,500)
35		FS Management Staffing - Accounting Tech II PBAC 5/23/2019	(60,000)
36		FS Management Staffing - Accounting Tech I PBAC 5/23/2019	(58,500)

**Base Budget Reserve** <sup>[a]</sup>

37	FS Management Staffing - Assistant Landscape Manager	PBAC 5/23/2019	(90,000)
38	FS Management Staffing - Equipment/Expenses	PBAC 5/23/2019	(10,220)
39	Confidential Office Support - Employee Relations	PBAC 5/23/2019	(60,000)
40	<b>Information Technology</b>		
41	Chief Information Officer Salary/Benefits and Moving and Relocation Expenses	PBAC 5/23/2019	(216,612)
42	ATI Coordinator for SDSU ATI Compliance	PBAC 5/23/2019	(150,000)
43	<b>Cross Divisional</b>		
44	Pool of resources to be distributed competitively for new staff positions	PBAC 5/23/2019	(200,000)
45	<b>Subtotal 2018/19 Approved Base Budget Funding Requests</b>		<b>(8,541,184)</b>
46			
47			
48	<b>2019/20 Estimated Base Budget Reserve Balance</b>		<b>4,616,262</b>
49			
50	2019/20 Target Unallocated Base Budget Reserve		(4,000,000)
51	<b>2019/20 Estimated Base Funding Available for Investment in the University</b>		<b>616,262</b>

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

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

1	<b>2019/20 Beginning One-Time Reserve Balance</b>		<b>27,723,325</b>
2		2019/20 Target Unallocated One-Time Budget Reserve	(8,000,000)
3	<b>2019/20 One-Time Funding Available for Investment in the University</b>		<b>19,723,325</b>
4			
5	<b>2019/20 Approved One-Time Funding Requests</b>		
6			
7	<b>President's Office</b>		
8		StratComm - Campus Photography Initiative PBAC 5/23/2019	(25,000)
9		StratComm - Web Developer PBAC 5/23/2019	(81,000)
10	<b>Academic Affairs</b>		
11		Universal Design PBAC 5/23/2019	(5,000)
12		Fund to Support Start-Up Costs for New T/TT Faculty PBAC 5/23/2019	(1,500,000)
13		Enrollment Growth – 1-time funding PBAC 5/23/2019	(2,250,000)
14		FERP Funding: Move from base to 1-time PBAC 5/23/2019	(1,040,000)
15		Class-size Reduction – Student Success Initiative PBAC 5/23/2019	(1,000,000)
16		Cost to replace CurricUNET and institute improved curriculum approval processes PBAC 5/23/2019	(576,650)
17		Incentive for Revenue-Generating Enrollment Growth PBAC 5/23/2019	(300,000)
18		Faculty Leadership Professional Development Funds PBAC 5/23/2019	(100,000)
19		Library High-End Computing Lab PBAC 5/23/2019	(250,000)
20		Partner Hires PBAC 5/23/2019	(500,000)
21		Support for the Center of Teaching and Learning PBAC 5/23/2019	(140,000)
22		SDSU-IV 4-Year Campus Campaign PBAC 5/23/2019	(110,000)
23		Data Champions/Data Fellows PBAC 5/23/2019	(120,000)
24		Innovative Student Success Initiatives PBAC 5/23/2019	(250,000)
25		Library Acquisitions PBAC 5/23/2019	(250,000)
26		Innovative Majors, Minors, & Other Programs PBAC 5/23/2019	(100,000)
27		Strategic Evidence-Based Continuous Improvement Framework to support Equity-Driven High Achievement for our Students and WASC Regional Accreditation PBAC 5/23/2019	(96,000)
28		Support for Explore SDSU and Recruiting Expenses PBAC 5/23/2019	(66,000)
29		Faculty support PBAC 5/23/2019	(350,000)
30		Campus to Reassume \$3m Operating Costs Shifted to CES During the Last Recession PBAC 5/23/2019	(3,000,000)
31		Establishment of new cultural and identity centers PBAC 5/23/2019	(300,000)
32		Funding to Support Master's Student Research/Creative Activities PBAC 5/23/2019	(250,000)
33		Matching Funds for Grant Submissions PBAC 5/23/2019	(400,000)
34		Assigned Time for Grant Development Support PBAC 5/23/2019	(250,000)
35		Shared Equipment and Shared Facilities PBAC 5/23/2019	(400,000)
36		Summer Undergraduate Research Program PBAC 5/23/2019	(200,000)
37		Assigned time for Research and Creative Activities PBAC 5/23/2019	(350,000)

**One-Time Reserve [a]**

**Division Of Diversity And Innovation**

Staff for Office of Faculty Diversity and Inclusion PBAC 5/23/2019 (360,000)

**Student Affairs**

ADA Mandatory Accommodations PBAC 5/23/2019 (196,000)

Safety Enhancements PBAC 5/23/2019 (51,546)

Career Development Coordinators PBAC 5/23/2019 (135,000)

**Business & Financial Affairs**

Budget Transparency Software PBAC 5/23/2019 (10,000)

SDSU Police - Crime Analyst PBAC 5/23/2019 (76,000)

**Information Technology**

Chief Information Officer Salary/Benefits and Moving and Relocation Expenses PBAC 5/23/2019 (25,000)

**University Relations & Development**

Evertrue and LinkedIn Premium Business Accounts PBAC 5/23/2019 (44,780)

Alumni Engagement Request PBAC 5/23/2019 (55,500)

**Cross Divisional**

Campus to Reassume \$650k research compliance costs shifted to SDSURF PBAC 5/23/2019 (650,000)

Strategic Plan PBAC 5/23/2019 (300,000)

**Institutional**

DM Funding - Phase 1 of 5 PBAC 5/23/2019 (6,400,000)

PSFA CSFM Corrections - Construction PBAC 5/23/2019 (1,500,000)

Traffic Mitigation PBAC 5/23/2019 (2,600,000)

Access Control Replacement/Upgrade PBAC 5/23/2019 (1,000,000)

ECCC Barrier Removal PBAC 5/23/2019 (500,000)

Radios and Radio System Installation PBAC 5/23/2019 (525,000)

Academic Building Capital Fund PBAC 5/23/2019 (2,000,000)

PSFA Environmental Condition Improvements PBAC 5/23/2019 (3,000,000)

**SubTotal 2019/20 Approved One-Time Funding Requests**

**(33,688,476)**

**2019/20 Funding Sources [b]**

B 2019-03 GI 2025 2,224,000

B 2019-03 GI 2025 to Academic Affairs (2,224,000)

B 2019-03 Enrollment Funding (year 2) 2,645,000

B 2019-03 Enrollment Funding (MSTI) 115,000

B 2019-03 Enrollment Funding (MSTI) to Academic Affairs (115,000)

Add back \$2.5M from the \$5M set-aside for 2017/18 funding gap as approved by PBAC on 2/16/2017 2,500,000

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

100	Academic Affairs Temporary Advising Positions (return of 1X funds originally approved on 1/24/2018)	1,819,974
101	Estimated Tuition and Fee Revenues over Budget (Sum/Fall Only)	12,821,515
102	Estimated Tuition and Fee Revenues over Budget (Spring/Application Only)	
103	Estimated One-Time Carry-forward of Base Budget Reserve <sup>[c]</sup>	4,616,262
104		
105	<b>2019/20 Estimated One-Time Reserve Balance</b>	<b>18,437,600</b>
106	2019/20 Target Unallocated One-Time Budget Reserve	(8,000,000)
107	<b>2019/20 Estimated One-Time Funding Available for Investment in the University</b>	<b>10,437,600</b>

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

[b] Additional \$2.5M held for 2017/18 funding gap as approved by PBAC on 2/16/2017.

[c] Carry-forward of base budget reserve will be reduced as base funds are allocated.

## SDSU Multi-Year Budget Plan - BASE

		2014/15	2015/16	2016/17 (B 2016-02)	2017/18 (B 2017-05)	2018/19 (B 2018-02)	2019/20 (B 2019-02)
<b><u>Institutional Base Reserve</u></b>							
1	<b>Beginning Balance:</b>	4,236,929	2,675,762	5,200,077	1,588,256	1,341,048	6,602,446
2	<b><u>New Resources:</u></b>						
3							
	Tuition Rollback/Buyback						
4	GF Base adjustments	1,612,400	8,093,800	4,134,000	10,596,000	16,641,200	18,235,300
5	GF Base Compensation (15/16) - Faculty (2% each year)			2,424,000			
6	GF Base Compensation (16/17) - Faculty (2% each year)			2,537,000			
7	Est. Compensation Costs - Faculty (7%)			(9,100,000)			
8	GF Base Compensation (16/17) - Staff/Mgmt (2%)			2,593,000			
9	Est. Compensation Costs - Staff/Mgmt (3%)			(4,035,000)			
10	Est. Compensation Costs				(14,392,000)	(8,634,000)	(10,529,000)
11	Encumbrance for Compensation Related Costs						(2,200,000)
12	Adjust Compensation Pool for Projected vs Actual Bargained Increases				2,500,000		
13	Student Success & Completion Initiatives (GF allocation)		982,000	120,000			
14	Graduation Initiative 2025						1,846,000
15	Graduation Initiative 2025 - Faculty to Academic Affairs						(1,199,850)
16	Graduation Initiative 2025 - Advisors to Academic Affairs						(646,150)
17	Enrollment Growth funding	836,000	3,104,000	2,068,000			
18	GF tuition fee discount adjustment based on campus relative student need		(155,000)	(96,000)			
19	Basic Tuition Revenue (net of SUG tuition discounts)/Non-Resident Tuition	5,148,100	3,903,800	3,268,000	11,459,000	6,753,000	4,106,000
20	Est. Mandatory Costs	(2,718,500)	(8,093,800)	(4,134,000)	(2,954,000)	(3,629,200)	(3,057,300)
21	Est. Multi-Year Commitments [a]	(225,200)					
22	<b><u>Subtotal New Resources:</u></b>	<b>4,652,800</b>	<b>7,834,800</b>	<b>(221,000)</b>	<b>7,209,000</b>	<b>11,131,000</b>	<b>6,555,000</b>
23	<b><u>Subtotal Beginning Balance/New Resources:</u></b>	<b>8,889,729</b>	<b>10,510,562</b>	<b>4,979,077</b>	<b>8,797,256</b>	<b>12,472,048</b>	<b>13,157,446</b>



## SDSU Multi-Year Budget Plan - BASE

		2014/15	2015/16	2016/17 (B 2016-02)	2017/18 (B 2017-05)	2018/19 (B 2018-02)	2019/20 (B 2019-02)
<b><u>Institutional Base Reserve</u></b>							
24	<b><u>PBAC Allocations:</u></b>						
25	Divisional Allocation						
26	University Non-Divisional Reduction						
27	Office of the President			(10,000)		(482,250)	
28	Academic Affairs	(1,472,296)	(1,817,424)	(2,298,017)	(3,535,055)	(3,447,322)	(6,625,908)
29	Division Of Diversity And Innovation						(390,000)
30	Student Affairs	(289,588)	(291,056)	(203,646)	(407,167)	(187,184)	(139,944)
31	Business & Financial Affairs	(453,013)	(742,500)	(674,158)	(756,660)	(522,000)	(818,720)
32	Information Technology						(366,612)
33	University Relations and Development	(399,040)	(200,000)	(100,000)	(200,000)	(37,500)	
34	Cross Divisional						(200,000)
35	Institutional		(107,400)	(105,000)	(82,188)	(917,340)	
36	Encumbered for 2014/15 AA Faculty hires						
37	Encumbered for 2015/16 AA Faculty hires	(2,300,030)					
38	4/16/15 PBAC Allocation	(1,300,000)					
39	11/19/15 PBAC Allocation		(652,105)				
40	11/19/15 PBAC Allocation Encumbered for 2017/18 (was 2016/17) Faculty hires		(1,500,000)				
41	1/18/2018 PBAC Allocation				(2,475,138)		
42	9/27/2018 PBAC Allocation					(276,006)	
43	<b><u>Subtotal PBAC Allocations:</u></b>	<b>(6,213,967)</b>	<b>(5,310,485)</b>	<b>(3,390,821)</b>	<b>(7,456,208)</b>	<b>(5,869,602)</b>	<b>(8,541,184)</b>
44							
45	<b>Unallocated Base Reserve</b>	<b>2,675,762</b>	<b>5,200,077</b>	<b>1,588,256</b>	<b>1,341,048</b>	<b>6,602,446</b>	<b>4,616,262</b>
46							
47	Target Unallocated Base Reserve		(4,000,000)	(4,000,000)	(4,000,000)	(4,000,000)	(4,000,000)
48	<b>Base Funding Surplus/(Deficit) from Target Reserve</b>		<b>1,200,077</b>	<b>(2,411,744)</b>	<b>(2,658,952)</b>	<b>2,602,446</b>	<b>616,262</b>

[a] Faculty Promotion Funding Agreed upon formula = funding allocated for 70% of cost; estimated cost, data not available until late May.

## SDSU Multi-Year Budget Plan - ONE-TIME

		2014/15	2015/16	2016/17 (B 2016-02)	2017/18 (B 2017-05)	2018/19 (B 2018-02)	2019/20 (B 2019-02)
<b><u>Institutional One-time Reserve</u></b>							
1	<b><u>Beginning Balance:</u></b>	10,844,769	9,065,498	9,986,199	15,337,595	20,067,887	27,723,325
2	<b><u>New Resources:</u></b>						
3	Unallocated Institutional Base Reserve [b]	2,675,762	5,200,077	1,588,256	1,341,048	6,602,446	4,616,262
4	Encumbered for Future Year AA Faculty hires - available for 1-time use in Current Year	2,300,030	1,500,000	1,500,000	-	-	-
5	GF Base Compensation (15/16) withheld by CO - Faculty (2% )			2,424,000			
6	Student Success & Completion/Graduation Initiatives			254,000	744,000		
7	AA GI 2025 allocation (course sections, advising, data-informed decisions)				(744,000)		
8	2016/17 Student Success (\$35M CSU)			1,650,000			
9	Est. Fee Revenues over Budget (Sum/Fall)	21,566,615	13,910,518	15,248,090	18,731,838	17,954,976	12,821,515
10	Est. Fee Revenues over Budget (Spr/application)		12,668,170	14,934,851	15,446,776	14,457,648	
11	1x compensation from CO				3,456,000		
12	B 2018-03 Graduation Initiative 2025						2,224,000
13	B 2018-03 Graduation Initiative 2025 to Academic Affairs						(2,224,000)
14	B 2018-03 Enrollment Funding					1,155,000	2,645,000
15	B 2018-03 Enrollment Funding MSTI						115,000
16	B 2018-03 Enrollment Funding MSTI to Academic Affairs						(115,000)
17	<b><u>Subtotal New Resources:</u></b>	26,542,407	33,278,765	37,599,197	38,975,662	40,170,070	20,082,777
18	<b><u>Subtotal Beginning Balance/New Resources:</u></b>	37,387,176	42,344,263	47,585,396	54,313,257	60,237,956	47,806,102

<b>SDSU Multi-Year Budget Plan - ONE-TIME</b>
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		2014/15	2015/16	2016/17 (B 2016-02)	2017/18 (B 2017-05)	2018/19 (B 2018-02)	2019/20 (B 2019-02)
	<b><u>Institutional One-time Reserve</u></b>						
19	<b><u>PBAC Allocations:</u></b>						
20	Divisional Allocation						
21	Office of the President					(300,000)	(106,000)
22	Academic Affairs	(3,968,428)	(7,560,032)	(15,029,108)	(11,347,700)	(12,519,312)	(14,153,650)
23	Division Of Diversity And Innovation						(360,000)
24	Student Affairs	(137,810)	(451,000)	(1,530,749)	(1,508,000)	(279,501)	(382,546)
25	Business & Financial Affairs	(880,000)	(256,732)	(108,000)	(390,000)	(405,000)	(86,000)
26	Information Technology						(25,000)
27	University Relations and Development	(595,000)	(450,000)	(300,000)	(100,000)		(100,280)
28	Cross Divisional						(950,000)
29	Deferred Maintenance/Capital Projects						(17,525,000)
30	Institutional	(3,027,000)	(3,150,000)	(3,680,000)	(6,115,000)	(7,730,040)	
32	Encumbered for 2015/16 AA faculty start-up	(2,240,000)					
33	Encumbered for 2016/17 AA faculty start-up		(1,617,000)				
34	10/16/14 PBAC Allocation	(3,043,440)					
35	12/11/14 PBAC Allocation	(5,075,000)					
36	2/12/15 PBAC Allocation	(855,000)					
37	4/16/15 PBAC Allocation	(8,500,000)					
38	11/19/15 PBAC Allocation		(10,531,500)				
39	2/25/16 PBAC Allocation		(6,220,000)				
40	4/14/16 PBAC Allocation		(2,121,800)				
41	2/16/17 PBAC Allocation			(5,402,059)			
42	<b>2/16/17 PBAC Allocation - HOLD for 17/18 Funding Gap</b>			(5,000,000)			2,500,000
43	4/13/17 PBAC Allocation			(1,300,000)			
44	Project Balances for Completed PBAC Projects			102,115	13,330	20,633	1,819,974
45	1/18/2018 PBAC Allocation				(2,520,000)		
46	2/15/2018 PBAC Allocation				(12,278,000)		
47	9/27/2018 PBAC Allocation					(273,600)	
48	3/28/2019 PBAC Allocation					(11,027,811)	
49	<b><u>Subtotal PBAC Allocations:</u></b>	<b>(28,321,678)</b>	<b>(32,358,064)</b>	<b>(32,247,801)</b>	<b>(34,245,370)</b>	<b>(32,514,631)</b>	<b>(29,368,502)</b>
50							
51	<b>Unallocated One-Time Reserve</b>	<b>9,065,498</b>	<b>9,986,199</b>	<b>15,337,595</b>	<b>20,067,887</b>	<b>27,723,325</b>	<b>18,437,600</b>
52							
53	Target Unallocated One-Time Reserve	(8,000,002)	(8,000,000)	(8,000,000)	(8,000,000)	(8,000,000)	(8,000,000)
54	<b>Est. One-Time Funding Surplus/(Deficit) from Target Reserve</b>	<b>1,065,496</b>	<b>1,986,199</b>	<b>7,337,595</b>	<b>12,067,887</b>	<b>19,723,325</b>	<b>10,437,600</b>

[b] Carry-forward of base budget reserve will be reduce as base funds are allocated.

PBAC Requests (Fall 2019 Budget Requests)							
		Fall 2019/20					
		Committed		Discretionary		Totals	
Budget Requests		Base	One-Time	Base	One-Time	Base	One-Time
Academic Affairs:							
	T/TT Faculty Positions			\$300,000		\$300,000	\$0
	Enrollment Growth – 1-time funding		\$2,250,000			\$0	\$2,250,000
	Incentive for Summer Session		\$408,000			\$0	\$408,000
	Regional Recruiters		\$1,204,300			\$0	\$1,204,300
	Subtotal Academic Affairs	\$0	\$3,862,300	\$300,000	\$0	\$300,000	\$3,862,300
Graduate & Research Affairs:							
	Doctoral Student Funding – Increased growth with new faculty hires			\$250,000		\$250,000	\$0
	Subtotal Graduate & Research Affairs	\$0	\$0	\$250,000	\$0	\$250,000	\$0
Student Affairs:							
	MenB Immunizations		\$175,633			\$0	\$175,633
	Subtotal Student Affairs	\$0	\$175,633	\$0	\$0	\$0	\$175,633
Information Technology:							
	Peoplesoft Campus Solution (my.SDSU)		\$2,780,000			\$0	\$2,780,000
	ATI: Siteimprove web scanning tool	\$18,000				\$18,000	\$0
	DIGARC (Catalog and Curriculum Management Systems)		\$93,885			\$0	\$93,885
	Campus Data Center Upgrade – Phase 2		\$570,000			\$0	\$570,000
	BlackBoard Connect Aztec Alert System		\$35,200			\$0	\$35,200
	Subtotal Information Technology	\$18,000	\$3,479,085	\$0	\$0	\$18,000	\$3,479,085
Division of Diversity and Innovation:							
	Safety Enhancements for the Division of Diversity and Innovation				\$50,000	\$0	\$50,000
	Infrastructure for newly established Division of Diversity and Innovation		\$60,000		\$100,000	\$0	\$160,000
	Subtotal Division of Diversity and Innovation	\$0	\$60,000	\$0	\$150,000	\$0	\$210,000
Business and Financial Affairs:							
	Stormwater Permit Support		\$79,454			\$0	\$79,454
	Subtotal Business and Financial Affairs	\$0	\$79,454	\$0	\$0	\$0	\$79,454
Cross Divisional:							
	Worker's Compensation / Property Premiums (Risk Pool)		\$900,000			\$0	\$900,000
	Subtotal Cross Divisional	\$0	\$900,000	\$0	\$0	\$0	\$900,000
Total Budget Requests		\$18,000	\$8,556,472	\$550,000	\$150,000	\$568,000	\$8,706,472
Balance per 11/14/19 PBAC						\$4,616,262	\$18,437,600
Less: Target						(\$4,000,000)	(\$8,000,000)
Funding available for Fall 19 and Spring 20						\$616,262	\$10,437,600
Fall 19 allocation							
	Committed					(\$18,000)	(\$8,556,472)
	Discretionary					(\$550,000)	(\$150,000)
Spring 20 allocation							
Funding Carryforward to FY2021						\$48,262	\$1,731,128



# PBAC

## Budget Request Form

**Request Date:** 10/25/2019  
**Requestor Name:** Academic Affairs

**Proposal Title:** TT Faculty Positions

**Proposal Category:**

- ☒ Divisional Academic Affairs ☐ Cross Divisional  
☐ Deferred Maintenance and Capital Projects

**Proposal Background/Description:**

Recent analyses of the programs that will undergo accreditation reviews in the next three years have revealed that the programs need a minimum of 30 T/TT faculty lines to meet accreditation requirements. To ensure that these programs, which span a number of colleges (BUS, EDU, ENG, HHS, and PSFA), retain their accreditation credentials, an immediate allocation of the 15 currently available positions will be made. This is a request for additional 15 critically-needed positions.

**Budget Request:**

☒ **Base Request** **Amount \$2,322,000**

Budget Detail (include itemized salary, benefits <sup>[1]</sup>, and/or operating expense/equipment):  
Average salary at the Assistant Professor rank for the positions in the programs undergoing accreditation = \$103,200.

Salaries for 15 positions = \$1,548,000

Benefits at a 50% rate for 15 positions = \$774,000

Total (salary + benefits) for 15 positions = \$2,322,000

COVP REDUCED REQUEST TO \$300,000. Due to limited base funding, 2 positions to be considered in Fall 19 and the remaining to be considered in FY20/21.

☐ **One-Time Request** **Amount \$** [Click or tap here to enter text.](#)

Budget Detail (include itemized salary, benefits <sup>[1]</sup>, and/or operating expense/equipment):  
[Click or tap here to enter text.](#)

**Are matching (additional) funds available for this request? Will this request result in cost savings / efficiencies? If so, please explain.**

No.

[1] Budget benefits as 50% of salary



# PBAC

## Budget Request Form

**Is this a multi-year funding request? If so, please explain.**

Hiring T/TT faculty as a top SDSU priority, if not the top priority, is anticipated to continue in the incoming years.

**What is the objective of this proposal and how will you evaluate progress in achieving this objective? A report may be requested to demonstrate how funds were used and if the objective of the proposal was met.**

The objective of the proposal is to meet the accrediting agencies' standards for the number of T/TT faculty needed to retain accreditation credentials.

**How does this proposal help to advance the institution?**

Having our professional programs accredited is critical for attracting both students and faculty to these programs. By the same token, accreditation credentials are critically important for the SDSU's overall academic reputation.

**Is this request time sensitive? Explain why funding is needed at this time.**

Yes, as the programs needing the 15 requested faculty positions are already preparing or are about to start preparing their self-study reports as a first step in the accreditation process.

**Is this a critical need? If so, please explain. If funding is not available at this time, what alternatives are available to accomplish similar goals?**

It is a critical need. Losing accreditation would cause an irreparable damage to the programs and SDSU as a whole.



# PBAC

## Budget Request Form

**Request Date:** 10/1/2019  
**Requestor Name:** Academic Affairs

**Proposal Title:** Enrollment Growth

**Proposal Category:**

- ☒ Divisional Academic Affairs ☐ Cross Divisional  
☐ Deferred Maintenance and Capital Projects

**Proposal Background/Description:**

Six years of predominantly one-time funding for the enrollment growth has resulted in a significant discrepancy between base-funded and realized (actual) enrollment. Last year, we began closing the gap but the available base funds allowed for only a fraction of the enrollment growth to be base-funded. We continue with the same strategy of combining smaller base-funds and larger one-time funds to cover the costs of the enrollment growth. In the most recent funding cycle in May 2019, PBAC approved \$1.5M in base funding and \$2.25M in one-time funding. The latter allocation, which represents only half of a total one-time funding needed, was approved with the understanding that the second half would follow in the Fall funding cycle.

**Budget Request:**

☐ **Base Request** **Amount \$** [Click or tap here to enter text.](#)

Budget Detail (include itemized salary, benefits <sup>[1]</sup>, and/or operating expense/equipment):  
[Click or tap here to enter text.](#)

☒ **One-Time Request** **Amount \$2,250,000**

Budget Detail (include itemized salary, benefits <sup>[1]</sup>, and/or operating expense/equipment):

This is a request for the second half of the enrollment growth funding realized in AY 2018-19. A total of 2,400 FTES were not funded (322 in Summer 2018, 2,431 in Fall 2018, 2,025 in Spring 2018; Annualized = 2,400). Marginal funding for 2,400 FTES is \$5,985,000 based on the following parameters: 60 full-time lecturers (assuming 40 students in each of the additional sections) at the average cost of \$99,750 per lecturer (salary and benefits). Of the total, \$1.5 was base-funded and \$2,25M was one-time funded in the May funding cycle.

[1] Budget benefits as 50% of salary



# PBAC

## Budget Request Form

This is a request for the second installment of \$2.25M, of which \$1,495,000 reflect the salary costs and the remaining \$747,500 reflect the benefits.

**Are matching (additional) funds available for this request? Will this request result in cost savings / efficiencies? If so, please explain.**

No.

**Is this a multi-year funding request? If so, please explain.**

This is a recurring request. We will continue requesting funds for enrollment growth as long as there are realized FTES that are not funded.

**What is the objective of this proposal and how will you evaluate progress in achieving this objective? A report may be requested to demonstrate how funds were used and if the objective of the proposal was met.**

The objective of this request is to fund instruction as the core function of our institution. Progress toward achieving the objective is measured by the colleges' and IV's instructional budget health.

**How does this proposal help to advance the institution?**

Instruction is the core activity of the University whose funding is a condition sine qua non of the university existence.

**Is this request time sensitive? Explain why funding is needed at this time.**

The funds requested represent what the colleges and IV have already spent; thus, immediate infusion in the colleges' and IV's instructional budgets is essential to sustain instruction.

**Is this a critical need? If so, please explain. If funding is not available at this time, what alternatives are available to accomplish similar goals?**

Instruction, by definition, is critical need to University. Our request for funds in the combined small base and large one-time allocations, with the latter split in two installments, already provides an alternative to the immediate full coverage of the costs of enrollment growth.





# PBAC

## Budget Request Form

**Request Date:** 10/18/2019  
**Requestor Name:** Academic Affairs

**Proposal Title:** Summer Enrollment Growth Incentive Program

**Proposal Category:**

- ☒ Divisional Academic Affairs ☐ Cross Divisional  
☐ Deferred Maintenance and Capital Projects

**Proposal Background/Description:**

Timely progress toward graduation is facilitated by a year-around enrollment, which implies students taking summer courses. In the case of a higher-than-average units requirement for graduation, summer enrollment is critical for timely graduation. Adding to these academic reasons for growing summer enrollment are fiscal reasons. Specifically, the revenue generated through summer instruction is an important factor in University's fiscal health. In order to grow summer enrollment, a number of measures were put in place, including an incentive program for the seven SDSU colleges and SDSU Imperial Valley.

**Budget Request:**

☐ **Base Request** **Amount \$** [Click or tap here to enter text.](#)

Budget Detail (include itemized salary, benefits <sup>[1]</sup>, and/or operating expense/equipment):  
[Click or tap here to enter text.](#)

☒ **One-Time Request** **Amount \$408,000**

Budget Detail (include itemized salary, benefits <sup>[1]</sup>, and/or operating expense/equipment):  
The aforementioned incentive program rewards each summer FTES above a college's target with \$2,000, provided that the overall target for the University has been met. These conditions were met in the Summer of 2019, with four colleges and SDSU IV exceeded their collective targets by 204 FTES. Hence, \$408,000 (204 x \$2,000) is requested to fund the program commitments.

**Are matching (additional) funds available for this request? Will this request result in cost savings / efficiencies? If so, please explain.**

No.

[1] Budget benefits as 50% of salary



# PBAC

## Budget Request Form

**Is this a multi-year funding request? If so, please explain.**

This is a recurring request as long as there is a need and the capacity to further grow summer enrollment.

**What is the objective of this proposal and how will you evaluate progress in achieving this objective? A report may be requested to demonstrate how funds were used and if the objective of the proposal was met.**

The incentive program is an element of a multi-faceted initiative to grow summer enrollment in service of improving timely graduation and fiscal health of the University. An immediate indicator of success is an increase in summer FTES with improvements in timely graduation rates as the ultimate indicator. Of course, the latter is complexly determined, with summer enrollment being one of the multiple determining factors.

**How does this proposal help to advance the institution?**

The proposal helps to advance the institution by facilitating its core mission of graduating students, while strengthening its fiscal health.

**Is this request time sensitive? Explain why funding is needed at this time.**

Yes as we need to deliver on the commitments made to the colleges and SDSU IV.

**Is this a critical need? If so, please explain. If funding is not available at this time, what alternatives are available to accomplish similar goals?**

This is a critical need to the extent that graduating students in a timely manner while contributing to the University's fiscal health is critical.



# PBAC

## Budget Request Form

**Request Date:** 10/16/2019  
**Requestor Name:** Academic Affairs

**Proposal Title:** Regional Recruiters

**Proposal Category:**

- ☒ Divisional Academic Affairs ☐ Cross Divisional  
☐ Deferred Maintenance and Capital Projects

**Proposal Background/Description:**

Student diversity on our university and its fiscal health depend significantly on non-resident (out-of-state, international) students. The quality of our academic programs notwithstanding, attracting highly qualified, tuition-paying students outside the state of California requires concerted efforts of experienced professionals who are solely dedicated to the task. Their broad knowledge of the targeted population and recruitment strategies should increase SDSU's competitiveness in attracting targeted students. Funds are requested to support three regional recruiters positions and provide necessary recruitment operational funds associated with recruitment in the states of New York, Washington and Colorado. Initial research and past experience suggest that these are the areas of the greatest yield potential.

**Budget Request:**

☐ **Base Request** **Amount \$** [Click or tap here to enter text.](#)

Budget Detail (include itemized salary, benefits <sup>[1]</sup>, and/or operating expense/equipment):  
[Click or tap here to enter text.](#)

☒ **One-Time Request** **Amount \$1,204,300**

Budget Detail (include itemized salary, benefits <sup>[1]</sup>, and/or operating expense/equipment):

Requested amount reflects the following expenses:

- \$900,000 for 2-years of salary and benefits for three recruiters
- \$155,800 for 2-years of operational costs (e.g., reprographics, cell phones, mileage, promotional materials)
- \$148,500 Witt-Kieffer (search firm) charges

**Are matching (additional) funds available for this request? Will this request result in cost savings / efficiencies? If so, please explain.**

[1] Budget benefits as 50% of salary



# PBAC

## Budget Request Form

No matching funds are available. This request should result in an increase in non-resident tuition, thereby providing a much needed revenue to support services to resident and non-resident students alike.

**Is this a multi-year funding request? If so, please explain.**

Yes. The request may be renewed, depending on the initial success of these recruiters's efforts.

**What is the objective of this proposal and how will you evaluate progress in achieving this objective? A report may be requested to demonstrate how funds were used and if the objective of the proposal was met.**

The objective of this proposal is to increase the number of tuition-paying non-resident students. Progress in achieving his objective will be indicated by an increase in the number and academic credentials of the tuition-paying non-resident students.

**How does this proposal help to advance the institution?**

This proposal helps to advance the institution by contributing to its fiscal health and its students' diversity.

**Is this request time sensitive? Explain why funding is needed at this time.**

Yes. Rerutiment efforts must commence as soon as possible to maximize our chances of attracting targeted students.

**Is this a critical need? If so, please explain. If funding is not available at this time, what alternatives are available to accomplish similar goals?**

This is a critical need as non-resident tuition generates much-needed revenue to fund services to all students.



# PBAC

## Budget Request Form

**Requestor:** Graduate and Research Affairs

**Proposal Title:** Doctoral Student Funding – Increased growth with new faculty hires

**Proposal Category:**

- ☒ Divisional Choose an item.
- ☐ Cross Divisional
- ☐ Deferred Maintenance and Capital Projects

**Proposal Background/Description:**

Doctoral Student Funding – Increased growth with new hires

**Budget Request:**

☒ **Base Request** Amount \$ 250,000

Budget Detail (include itemized salary, benefits <sup>[1]</sup>, and/or operating expense/equipment):  
Assuming a 7% growth model, the increase would be expected to be 42 students with an average tuition cost of \$6000 which would require \$252,000 in base funding given that we commit to 5 years of funding for tuition for each student. The challenge is to predict which programs will grow which in turn makes final calculations difficult. Similarly, the mean unit count affects tuition costs dramatically and historically has been less than full time. As such, \$6000 was used an estimator which is less than full tuition. If student growth is less than expected, any funds not appropriated each year will be reallocated in support of non-professional PhD programs that currently receive below average funding levels.

☐ **One-Time Request** Amount \$ Click or tap here to enter text.

Budget Detail (include itemized salary, benefits <sup>[1]</sup>, and/or operating expense/equipment):  
**Provided directly to faculty programs and depends heavily on the specific grant requirements and need to demonstrate institutional support**

**How does this proposal help to advance the institution?**

The unexpected 4 fold increase in admission of PhD students in engineering foreshadowed a situation that is both challenging and represents the strength of our new faculty. The increase is largely, but not exclusively, due to higher demand by new faculty. With the hiring of new faculty (45% over the past 6 years) that are all research active, the size of the current graduate student PhD population is expected to increase dramatically. While the upward trend in doctoral students has been noted, but relatively gradual, increased funding for tuition has remained relatively static. The challenge is that SDSU

[1] Budget benefits as 50% of salary



# PBAC

## Budget Request Form

provides tuition support for all PhD students in lieu of the “block grant” model at UCSD. As our young faculty are successful in obtaining grants, both their desire and capacity to bring in PhD candidates will increase sharply. Therefore, if faculty are to believe that they can continue to build their research careers at SDSU, we cannot be limiting the number of doctoral student slots that their programs require. This model does not pay for the student’s stipend, but instead relies on a shared contributions from faculty and the campus to support our students. SDSU needs to develop a financial model that provides sustainable funding for their doctoral students if SDSU faculty are to remain competitive in their recruiting.

### **Is this request time sensitive? Explain why funding is needed at this time.**

Recruiting of PhD students is an on-going process with application for our most competitive students closing on Dec. 15 each year. Faculty need to be sure that tuition support for doctoral students will not be declining relative to program growth early in the year as part of their recruiting efforts.

### **What is the consequence of not funding this request?**

Recruiting of doctoral students into our most research active programs would be negatively affective on two fronts: 1) offers to students could not expect to have tuition costs covered which would negatively affect our ability to compete and 2) faculty, who take the financial support of their students seriously, will be less likely to even make offers to students given the uncertainty in funding. If SDSU does not generate a financial model of shared responsibility that can be sustained over time, student quality would be expected to decline.



SAN DIEGO STATE  
UNIVERSITY

# PBAC

## Budget Request Form

**Request Date:** 10/20/2019  
**Requestor Name:** Student Affairs

**Proposal Title:** MenB Immunizations

**Proposal Category:**

- ☐ Divisional Choose an item. ☐ Cross Divisional  
☐ Deferred Maintenance and Capital Projects

**Proposal Background/Description:**

As a result of three students being diagnosed with meningococcal B in a three and a half month time period, SDSU was determined to be in an Meningitis outbreak by the County of San Diego Health and Human Services Agency in Fall 2018. As a result of the outbreak, which is a minimum of 1 year from time of declaration, SDSU was required to provide mass post exposure prophylaxis (PEP) and vaccination clinics to address the health and safety of the campus community.

While the County of San Diego Health and Human Services committed a significant amount of resources, staff, supplies, etc., the university also contributed significantly to cost of the outbreak efforts. The largest cost to the university was the purchase of menB vaccines which were provided to students at no cost.

**Budget Request:**

☐ **Base Request** **Amount \$** Click or tap here to enter text.

Budget Detail (include itemized salary, benefits <sup>[1]</sup>, and/or operating expense/equipment):  
Click or tap here to enter text.

☒ **One-Time Request** **Amount \$175,633**

Budget Detail (include itemized salary, benefits <sup>[1]</sup>, and/or operating expense/equipment):

Salary: \$7,897  
Overtime costs associated with pop-up PEP and vaccination clinics

Other Operating Expenses: \$167,736  
Inclusive of vaccinations, office supplies, medical supplies, outreach and education materials, student assistant salaries and other incidentals such as food for the pop-up clinics.

[1] Budget benefits as 50% of salary



# PBAC

## Budget Request Form

**Are matching (additional) funds available for this request? Will this request result in cost savings / efficiencies? If so, please explain.**

N/A

**Is this a multi-year funding request? If so, please explain.**

N/A

**What is the objective of this proposal and how will you evaluate progress in achieving this objective? A report may be requested to demonstrate how funds were used and if the objective of the proposal was met.**

Over 9,000 students were immunized from September 2018 - July 2019, through our collaborative effort with the County and local providers. The total number of vaccinations purchased by SDSU was 750.

**How does this proposal benefit students?**

These efforts supported the health and wellness of the campus community. The funds were used out of necessity to respond to and address a meningococcal B outbreak as determined by the County of San Diego Health and Human Services Agency declared in September 2018.

**How does this proposal help to advance the institution?**

See above

**Is this request time sensitive? Explain why funding is needed at this time.**

These funds are needed to backfill the funds utilized during the meningococcal B outbreak from September 2018 to July 2019. We didn't have a full accounting of costs until July 2019.

**Is this a critical need? If so, please explain. If funding is not available at this time, what alternatives are available to accomplish similar goals?**

Click or tap here to enter text.





# PBAC

## Budget Request Form

**Request Date:** 11/7/2019  
**Requestor Name:** Jerry Sheehan, Chief Information Officer

**Proposal Title:** my.SDSU

**Proposal Category:**

- ☒ Divisional Information Technology ☐ Cross Divisional  
☐ Deferred Maintenance and Capital Projects

**Proposal Background/Description:**

In March 2019, with recommendation from the Chancellor's Office, SDSU engaged in a dialog with ERPA, a service provider, to assist with the university's transition to Peoplesoft Campus Solutions 9.2. This objective of this transition, named "my.SDSU", is to replace and consolidate existing home-grown student systems into a singular, industry leading and widely supported platform, with the ultimate goal to enhance the experiences of students, faculty, and staff.

In April 2019, SDSU entered into a contractual relationship with ERPA to deliver an expert implementation of Peoplesoft Campus Solutions 9.2 for new and continuing students for Fall 2021. The implementation will include Student Admissions, Student Records, Financial Aid, and Student Financials.

The budget for the project was set to \$5,070,000, which included consulting hours, professional services and related expenses. As well, a budget of \$700,000 was set for backfill and temporary salary increases for departments and staff working directly on the project, and a budget of \$250,000 was set for training.

The funding for the project was derived from one-time salary savings and other budgetary set asides by Business & Financial Affairs over the past several years.

After four months of discovery, including over 120 business workshops with dozens of staff from across campus, including Imperial Valley, it was determined that additional consulting services would be necessary to fully realize the desired scope as defined by SDSU functional teams. It was also determined that additional funding would be needed to ensure that staff who are and/or will be directly involved with the project will receive the necessary support required for a successful transition.

[1] Budget benefits as 50% of salary



# PBAC

## Budget Request Form

### **Budget Request:**

☐ **Base Request**

**Amount \$** [Click or tap here to enter text.](#)

Budget Detail (include itemized salary, benefits <sup>[1]</sup>, and/or operating expense/equipment):  
[Click or tap here to enter text.](#)

☒ **One-Time Request**

**Amount \$2,780,000**

Budget Detail (include itemized salary, benefits <sup>[1]</sup>, and/or operating expense/equipment):

Original Budget for Consulting Hours and Expenses	\$5,070,000
Projected Cost w/ Add. Consulting Hours and Expenses	\$7,350,000
Sub-Total	(\$2,280,000)

Original Budget for Backfill & Temporary Salary Increases	\$700,000
Projected Cost w/ Add. Backfill & Temp. Salary Increases	\$1,200,000
Sub-Total	(\$500,000)

Total Deficit (\$2,780,000)

**Are matching (additional) funds available for this request? Will this request result in cost savings / efficiencies? If so, please explain.**

???

**Is this a multi-year funding request? If so, please explain.**

No, this is not a multi-year request.

**What is the objective of this proposal and how will you evaluate progress in achieving this objective? A report may be requested to demonstrate how funds were used and if the objective of the proposal was met.**

The objective of this proposal is to acquire the funding necessary to fully support the implementation of Peoplesoft Campus Solutions 9.2 with all the required scope as defined by SDSU functional teams, and to ensure that staff who are and/or will be directly involved with the project receive the necessary support required for a successful transition. We have worked with ERPA to restructure our time and materials based contract into a fixed priced deliverables-based contract. Payment under the new contract structure will be based on ERPA meeting established milestones and deliverables. We have also worked with and received commitment

[1] Budget benefits as 50% of salary



# PBAC

## Budget Request Form

from the Chancellor's Office to act as a neutral 3<sup>rd</sup> party to ensure that milestones and deliverables are met.

### **How does this proposal help to advance the institution?**

This proposal ensures that the my.SDSU project have sufficient funding to fully support the implementation of Peoplesoft Campus Solutions 9.2 with all the required scope as defined by SDSU functional teams, and to ensure that staff who are directly involved with the project receive the necessary support required for a successful transition.

### **Is this request time sensitive? Explain why funding is needed at this time.**

Yes, this request is time sensitive. We are projecting a budget deficit to fully support the implementation of Peoplesoft Campus Solutions 9.2 by Fall 2021, and costs associated with backfill & temporary salary increases for departments and staff directly involved in the implementation of this project.

### **Is this a critical need? If so, please explain. If funding is not available at this time, what alternatives are available to accomplish similar goals?**

Yes, this is a critical need. We are projecting a budget deficit to fully support the implementation of Peoplesoft Campus Solutions 9.2 by Fall 2021. If funding is not available, the university will be at risk in its ability to admit and enroll new and continuing students in the Peoplesoft Campus Solutions platform by Fall 2021.

[1] Budget benefits as 50% of salary



# PBAC

## Budget Request Form

**Request Date:** 10/18/2019  
**Requestor Name:** Jerry Sheehan, CIO

**Proposal Title:** ATI: Siteimprove web scanning tool

**Proposal Category:**

- ☐ Divisional Choose an item. ☒ Cross Divisional  
☐ Deferred Maintenance and Capital Projects

**Proposal Background/Description:**

The purpose is to replace our existing web scanning tool "Compliance Sheriff", which is slow and produces false errors. Siteimprove is a much easier tool to use and more accurate than Compliance Sheriff. This tool is crucial for our ATI implementation in order to gain user adoption, and therefore, improve web accessibility at SDSU.

**Budget Request:**

☒ **Base Request** Amount **\$18,000 per year**

Budget Detail (include itemized salary, benefits <sup>[1]</sup>, and/or operating expense/equipment):  
This is a Cloud product so no equipment and additional software required. The services is annually renewed.

☐ **One-Time Request** Amount \$Click or tap here to enter text.

Budget Detail (include itemized salary, benefits <sup>[1]</sup>, and/or operating expense/equipment):  
Click or tap here to enter text.

**Are matching (additional) funds available for this request? Will this request result in cost savings / efficiencies? If so, please explain.**

This request will result in labor saving for the University since Siteimprove is easier to use and faster than the existing product, Compliance Sheriff.

**Is this a multi-year funding request? If so, please explain.**

The annual license fee is \$18,000 based on our FTE's. This will be part of the group purchase with other CSU schools.

[1] Budget benefits as 50% of salary



**SAN DIEGO STATE  
UNIVERSITY**

**PBAC**

## **Budget Request Form**

**What is the objective of this proposal and how will you evaluate progress in achieving this objective? A report may be requested to demonstrate how funds were used and if the objective of the proposal was met.**

The objective is to improve user adoption, and therefore, improve web accessibility at SDSU.

**How does this proposal help to advance the institution?**

This product will improve web accessibility at SDSU.

**Is this request time sensitive? Explain why funding is needed at this time.**

Yes, it's crucial that we purchase this tool in order to improve our web accessibility compliance.

**Is this a critical need? If so, please explain. If funding is not available at this time, what alternatives are available to accomplish similar goals?**

Without a new tool, it will be very difficult to improve our web accessibility compliance.



# PBAC

## Budget Request Form

**Request Date:** 10/10/2019

**Requestor:** Jerry Sheehan, Chief Information Officer

**Proposal Title:** DIGARC (Catalog and Curriculum Management Systems)

**Proposal Category:**

☐ Divisional Choose an item.

☒ Cross Divisional

☐ Deferred Maintenance and Capital Projects

**Proposal Background/Description:**

In March 2019, a PBAC request was submitted for funding in the amount of **\$693,834.00**. Upon VP review and approval, partial funding was awarded in the amount of **\$576,650.00**. Costs that were not approved were the second and third years of managed hosting, support, and upgrade fees that total **\$117,184.00**. The Project split the \$576,650 award between 19/20 spend (\$364,314) and 20/21 spend (\$217,069).

However, the initial DIGARC contract did not include the SDSU-IV or Graduate Studies Bulletins, and these need to be incorporated for a holistic approach to both curriculum development within, and catalog access through, the ACALOG/CURRICULOG system. The implementation team, working with the campuses, need to consulting and training for Graduate, IVC and CES (\$48,885). In addition, manual updates are needed for the General, Graduate, IVC and CES catalogs (\$45,000). **This proposal seeks \$93,885 in additional funding** to stay on track with implementation, scaling, and sustaining of this system in service to students, staff, and faculty.

Based on AY19/20 PBAC funding, SDSU is currently in the implementation phase of ACALOG, an online cloud-based catalog management system, with an estimated project completion date of February 2020 and a go-live date to be determined by the project team. Following the completion of ACALOG, the project team will then move into the development and implementation of CURRICULOG, the related curriculum proposal and approval workflow software, which will replace CurricUNET and dynamically interface with ACALOG to ensure timely and efficient curriculum approvals and catalog updates. The estimated CURRICULOG project completion date is July 2020 with a go-live date to be determined by the project team.

To date, faculty liaisons from all seven colleges and the SDSU-Imperial Valley campus have been serving as dedicated resources and subject matter experts for guiding faculty through the current CurricUNET proposal cycle and will soon expand focus to transition the campus

[1] Budget benefits as 50% of salary



# PBAC

## Budget Request Form

community to CURRICULOG. In addition, curricular development materials have been formulated by the Faculty Fellow.

### **Budget Request:**

#### ☐ **Base Request**

**Amount \$**

Budget Detail (include itemized salary, benefits <sup>[1]</sup>, and/or operating expense/equipment):

[Click or tap here to enter text.](#)

#### ☒ **One-Time Request**

**Amount \$93,885**

Budget Detail (include itemized salary, benefits <sup>[1]</sup>, and/or operating expense/equipment):

### **ACALOG New Scope of Work\* FY 19/20**

Catalog Year 2019-2020 SDSU-IV and Graduate Bulletins with Consulting and Training (\$35,415.00)

Catalog Year 2018-2019 College of Extended Studies Catalog with Consulting/Training (\$13,470.00)

Catalog Year 2020-2021 General, Graduate, SDSU-Imperial Valley, College of Extended Studies Manual Catalog Updates (\$45,000.00)

**Total New Scope of Work Cost (one-time): \$93,885.00**

### **Is this a multi-year funding request? If so, please explain.**

Yes, two years. This Fall 19/20 request will be added to the two years of costs that were not funded through the initial three-year proposal submitted and approved in the FY 19/20 budget cycle.

### **How does this proposal help to advance the institution?**

Timely curriculum development and catalog access are fundamental business components for the university, and the proposed system will meet faculty and staff needs as well as serve our students through access to their graduation and other requirements by catalog year. Additional benefits of the system include:

- Sustainable and eco-friendly (currently printing 9,000 catalog copies annually).
- Online, cloud-based, and responsive (mobile friendly) platform
- Improved accuracy with the ability to do local edits with universal updates
- Faster curriculum production cycle which will benefit faculty and students
- Increased transparency in curriculum development across the institution

[1] Budget benefits as 50% of salary



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**Is this request time sensitive? Explain why funding is needed at this time.**

Yes, we are currently implementing the system, and require the initially requested two years to fully launch and sustain the rollout prior to seeking base funding.

**Is this a critical need? If so, please explain. If funding is not available at this time, what alternatives are available to accomplish similar goals?**

Yes, we have committed to the implementation of the ACALOG system, and the development of new curriculum and the production of subsequent catalogs are currently being optimized within this online system.





# PBAC

## Budget Request Form

**Request Date:** 10/07/2019

**Requestor:** Jerry Sheehan, Chief Information Officer

**Proposal Title:** Campus Data Center Upgrade – Phase 2

**Proposal Category:**

- ☐ Divisional Choose an item. ☒ Cross Divisional
- ☐ Deferred Maintenance and Capital Projects

**Proposal Background/Description:**

The Campus Data Center is being upgraded to comply with outstanding audit findings. In addition, this upgrade will provide additional power capacity and server rack space to house servers for critical campus business systems, Academic Affairs systems, and research systems.

To satisfy audit findings, Information Technology (IT) leadership from the IT Division and Academic Affairs began planning the data center upgrade in February 2018 and defined two project phases. Phase 1 included 18 server rack cabinets for campus business systems and phase 2 includes required power upgrades and an additional 18 server rack cabinets for Academic Affairs and research systems.

In collaboration with the Project Management group, the engineering designs and construction cost estimates for both phases were completed in February 2019. The IT Governance Steering Committee's Data Center Working Group completed their review and the proposal was presented to the IT Steering Committee on March 11, 2019 for consideration.

Phase 1 was completed in October 2019. Phase 2 requires funding of \$570K and can begin as soon as funding is secured.

**Budget Request:**

☐ **Base Request** **Amount \$**

Budget Detail (include itemized salary, benefits <sup>[1]</sup>, and/or operating expense/equipment):

[Click or tap here to enter text.](#)

☒ **One-Time Request** **Amount \$570,000**

Budget Detail (include itemized salary, benefits <sup>[1]</sup>, and/or operating expense/equipment):

[1] Budget benefits as 50% of salary



# PBAC

## Budget Request Form

- Project Management Costs: Construction, Design & Development, Implementation, Contingency. \$240,000
- Data Center Power Distribution Units, Qty 2, 225kVA each. \$120,000
- 18 Server Rack Cabinets, Cold Air Containment, Rack Power Distribution Units, Fiber Optic Network Infrastructure, Network Switches, Data Center Infrastructure Management Software Licenses. \$210,000

**Is this a multi-year funding request? If so, please explain.**

No

**How does this proposal help to advance the institution?**

The Campus Data Center Upgrade project satisfies two outstanding audit findings from the Information Security Audit Report 15-19(2015) and the Decentralized Computing Audit Report 18-90(2018). It also satisfies the CSU data center standards outlined in the Integrated CSU Information Administration Manual(ICSUAM) Section 8000 Information Security. Phase 2 will allow faculty research principal investigators(PIs) and research groups the ability to satisfy grant requirements much more quickly and more easily. In addition, phase 2 will allow Academic Affairs, college IT operations, and research projects a means to satisfy audit requirements and access to modern data center infrastructure that meets the same standard as the infrastructure used for our campus business systems.

**Is this request time sensitive? Explain why funding is needed at this time.**

Information security related audit findings from 2015 and 2018 should be resolved as soon as possible due to their associated high risk. Any delay in funding would delay satisfying these audit findings.

**Is this a critical need? If so, please explain. If funding is not available at this time, what alternatives are available to accomplish similar goals?**

This is a critical need due to the high risk associated with not complying with information security related audit findings. The primary alternative to funding this project is to remain out of compliance and assume the associated information security risks, which is not



# PBAC

## Budget Request Form

recommended. In addition to upgrading the campus data center, the IT Division is also moving many applications to Microsoft Azure Cloud and other cloud providers. SDSU has hundreds of applications and servers and the data center upgrade will provide secure housing for these applications and servers until they are ultimately able to be moved to cloud providers. We also anticipate demand in the long term for some local data center infrastructure due to the IT industry trend towards a hybrid cloud/data center strategy.

The Decentralized Computing Audit Report 18-90 states “We recommend that the campus move decentralized servers to the campus data center to provide those systems with the necessary physical and environmental controls, or implement another solution to provide a professional data center environment for the servers.”

The Information Security Audit Report 15-19 states “We recommend that the campus implement a method to restrict access to critical administrative and infrastructure systems to only those employees who required access.” To satisfy this audit finding server rack cabinets must have locked panels on all sides to restrict access. The server rack cabinets in the campus data center could not be retrofitted to meet this standard due to obsolescence so they must be replaced.

In addition to making additional secure rack space available, this project will replace near end of life electrical transformers used to provide power to the data center. Without replacement it will become increasingly difficult to source replacement parts and service for these critical electrical data center electrical components.



# PBAC

## Budget Request Form

**Request Date:** 10/18/2019  
**Requestor Name:** Jerry Sheehan, CIO

**Proposal Title:** BlackBoard Connect Aztec Alert System

**Proposal Category:**

- ☐ Divisional Choose an item. ☒ Cross Divisional  
☐ Deferred Maintenance and Capital Projects

**Proposal Background/Description:**

SDSU Alert is the campus emergency text/SMS messaging system. Hosted by Blackboard Connect it allows campus officials to notify the community of emergency situations on campus, provide instructions on what to do and supply updates as available. Faculty, Staff, Parents and Community Members can register. Students need only to update their contact information in their Web Portal account.

**Budget Request:**

- ☐ **Base Request** **Amount \$** Click or tap here to enter text.

Budget Detail (include itemized salary, benefits <sup>[1]</sup>, and/or operating expense/equipment):  
Click or tap here to enter text.

- ☒ **One-Time Request** **Amount \$35,200**

Budget Detail (include itemized salary, benefits <sup>[1]</sup>, and/or operating expense/equipment):  
BlackBoard Connect (BBC) was scheduled to be replaced by the Emergency Preparedness Team/EOC FY 19/20. EOC is working closely with the President's Office and the new CIO on the most relevant and current options but, unfortunately, the working committee was not able to meet due to changes in personnel. SDSU is renewing the BBC contract for 1 more year at an increased cost due to a larger number of contacts - 32K (\$30,400) and upgrading the alert management software (\$4800).

**Are matching (additional) funds available for this request? Will this request result in cost savings / efficiencies? If so, please explain.**

Click or tap here to enter text.

**Is this a multi-year funding request? If so, please explain.**

Click or tap here to enter text.

[1] Budget benefits as 50% of salary



# PBAC

## Budget Request Form

**What is the objective of this proposal and how will you evaluate progress in achieving this objective? A report may be requested to demonstrate how funds were used and if the objective of the proposal was met.**

SDSU EOC will use the coming 9 months to evaluate a system that is more flexible and reliable. The number of contacts – faculty, staff, student and community – is already 40K and growing. The current system does not meet the standards of the CSU Campus Emergency Mutual Assistance (CEMMA) Agreement.

**How does this proposal help to advance the institution?**

This product alerts the campus community to potential dangers or events by providing information and response guidelines for obtaining and coordinating emergency management.

**Is this request time sensitive? Explain why funding is needed at this time.**

For SDSU to continue to provide an emergency alert system to the campus and community through FY 19/20.

**Is this a critical need? If so, please explain. If funding is not available at this time, what alternatives are available to accomplish similar goals?**

EOC and IT Division will request funding support from other campus entities to continue to provide this service.



# PBAC

## Budget Request Form

**Request Date:** 10/18/2019  
**Requestor Name:** Dr. J. Luke Wood

**Proposal Title:** Safety Enhancements for the Division of Diversity and Innovation

**Proposal Category:**

- ☒ Divisional Diversity & Innovation ☐ Cross Divisional  
☐ Deferred Maintenance and Capital Projects

**Proposal Background/Description:**

The Division of Diversity and Innovation seeks to secure one time funds to bridge safety and security infrastructure gap costs for spaces that serve minoritized students, faculty, and staff. Bias incidents at institutions of higher education have been rising steadily over the past few years. For example, Between 2011 and 2016, the National Center for Education Statistics documented a 40 percent increase in campus hate crimes. In 2016, more than 1,000 hate crimes were committed on college campuses across the country (NCES, "Indicators of School Crime and Safety Reports 2013-2018). Further, The Anti-Defamation League's Center on Extremism found that incidents of White-supremacist propaganda increased at U.S. colleges in the 2017-18 academic year by 77 percent from the year before (ADL, Center on Extremism "Extremist Tactics on Campus"). Many diversity experts expect that there will be a significant rise in hate crimes on college and university campuses during this current presidential election season; thus, there remains an urgent concern to engage in proactive safety and security measures.

These national trends are already visible at San Diego State University. Several bias and hate related events occurred within the past calendar year that garnered local and national press coverage:

March 2, 2019: A person parked outside of the Black Resource Center recorded a video in which a group of men drive by off-camera shouting a racial slur. This event inspired several healing circles held across campus, the creation of a pledge to support SDSU's African American community, and a Faculty Senate resolution to better support African American students, faculty, and staff.

April 19, 2019: The Black Resource Center was vandalized and property within the space was damaged.



# PBAC

## Budget Request Form

August 23, 2019: White supremacist stickers were placed on The Pride Center and Women's Resource Center buildings on move-in day. Trespassers jumped locked and gated fences around the centers to apply the stickers to the two spaces.

In the fall of 2019, University Police conducted threat assessments of the Black Resource Center, Center for Intercultural Relations, Latinx Resource Center (located in the Chicano/a Collections of the Library), Native Resource Center (located in the College of Arts and Letters), Pride Center, Women's Resource Center, and Suite 100 of PSFA. University Police made the following security recommendations:

Black Resource Center: - Enhance Access Control by ensuring all gates to the back and side yards are secured and locked when not in use. Remove rocks and other items used to prop open gates. - Enhance Access Control by installing a taller fence along the south property line shared with the alley. Currently, the fence is short enough it can be easily scaled. - Enhance Access Control by moving or removing the handrail on the west side the main steps. Currently, it is in a position that will allow for easy climbing onto the roof of the conference room. Any modifications should be in compliance with all ADA standards. - Enhance Territorial Reinforcement by installing window coverings on the glass doors, including the roll up door to the conference room. For the roll up door, window coverings will need to be installed in such a way that still allows the door to open whether or not the window coverings are being used. - Enhance Maintenance by ensuring weeds are regularly removed from the mulch area in the front of the building. - Replace mulch with landscaping. Shrubs should be less than 2 feet in height and the bottom of tree canopies should at least 7 feet off the ground. Consistent, similar plants along the sidewalk will enhance Territorial Reinforcement.

Pride Center and Women's Resource Center: - Enhance Surveillance by installing cameras that completely cover the perimeter of the property. There should also be a camera at each entrance to each building. - Enhance Territorial Reinforcement by painting murals on each building near the entrances. The murals should represent each center's mission and goals. If faces with eyes looking into the space are included, this will also help enhance perceived surveillance. Each building has a large isolated patio on the west side of the building. These patios are outside of the fence line and have no functional purpose. Enhance Territorial Reinforcement by filling the space, to make it so a person could not lay down or hide on the patio. Space can be filled with large potted plants, or objects/statues that align with the values and mission of each center.

Women's Resource Center: - Enhance perceived Surveillance by displaying artwork or images which include faces in public spaces and offices. - Enhance Territorial Reinforcement by adding additional branding for the Women's Resource Center and SDSU. - Enhance Access Control by using secondary locks on the windows facing outside of the fence area. This solution could be as simple as a dowel in the window frame which prevents the window from opening.



# PBAC

## Budget Request Form

Pride Center: - Enhance Access Control by using secondary locks on the windows facing outside of the fence area. - Enhance Territorial Reinforcement by installing a mechanism that will allow the rope on the flag pole to be locked when the flag is not being raised or lowered.

Latinx Resource Center & Native Student Resource Center - Panic button installation for Native Resource Center and Latinx Resource Center

PSFA: - Enhance Territorial Reinforcement by providing window covering for each office space. - Enhance Surveillance by ensure office occupants are facing the door while sitting at their desks. - Enhance perceived Surveillance by installing artwork or images which depict human faces looking into the space. - Enhance Territorial Reinforcement by installing branding related to the division and university. Branding is also recommended for the Project Rebound space. Establish if the former Confucius space will be part of the office. If not, Enhance Access Control by ensuring there is no direct access from that space to Suite 100. Currently there is a door on the east side of Suite 100 that provides open access between the two spaces. Maintenance by updating or removing the older camera that looks into northwest corner of the space. - Install panic switches to notify police in the event of an emergency.

### **Budget Request:**

☐ **Base Request**

**Amount \$** [Click or tap here to enter text.](#)

Budget Detail (include itemized salary, benefits <sup>[1]</sup>, and/or operating expense/equipment):

[Click or tap here to enter text.](#)

☒ **One-Time Request**

**Amount \$50,000 (Fall) \$50,000 (Spring)**

Budget Detail (include itemized salary, benefits <sup>[1]</sup>, and/or operating expense/equipment):

Budget Detail (include itemized salary, benefits [1], and/or operating expense/equipment):

Security system for the WRC and Pride Center: \$7,000 Security system for PSFA: \$7,000

Security cameras for the WRC and Pride Center: \$13,500 Security cameras for PSFA: \$13,500

Security cameras for the Native Resource Center: \$10,000 Panic button installation for Native

Resource Center, Latinx Resource Center, PSFA: \$20,000 Landscaping for the BRC: \$19,000

Enhanced fencing for the BRC: \$10,000

[1] Budget benefits as 50% of salary





# PBAC

## Budget Request Form

**Are matching (additional) funds available for this request? Will this request result in cost savings / efficiencies? If so, please explain.**

Not applicable

**Is this a multi-year funding request? If so, please explain.**

This is a one-time funding request

**What is the objective of this proposal and how will you evaluate progress in achieving this objective? A report may be requested to demonstrate how funds were used and if the objective of the proposal was met.**

These one time funds are requested with the goal of ensuring the safety of students, faculty, and staff who utilize spaces managed by the Division of Diversity and Innovation.

Objectives:

- Minimize risk and threats to spaces that serve minoritized populations on campus
- Create a culture that is both secure and welcoming
- Increase the University's capacity to prevent and respond to bias related incidents on campus

**How does this proposal benefit students?**

This proposal benefits students by enhancing security in spaces that many students frequent on a daily basis. The students who participate in center activities emanate from groups that have been historically underrepresented and underserved in education. These students are in need of supportive environments that provide them with the reassurance, support, and affirmation needed to overcome the barriers they face. The centers are also engaged in activities directly related to the achievement and retention of these students, so this request is also necessary for supporting Graduation 2025 efforts as well.

**How does this proposal help to advance the institution?**

[1] Budget benefits as 50% of salary



# PBAC

## Budget Request Form

The Division of Diversity and Innovation (DDI) aims to advance diversity and inclusion as the drivers of innovation and excellence; thereby, fostering a community where students, faculty, staff, and alumni of all backgrounds and identities can succeed and feel at home. The Division supports numerous initiatives that celebrate inclusive excellence to advance the welfare and safety of all people on campus including: the Black Resource Center, Center for Intercultural Relations, Latinx Resource Center, Native Resource Center, Pride Center and Women's Resource Center, Employee Resource Groups, Interfaith Affairs, and Regional Affairs.

**Is this request time sensitive? Explain why funding is needed at this time.**

Despite numerous security threats, the BRC, WRC, Pride Center, and PSFA are continuing to serve constituents on campus without the security measures recommended by University Police Department.

**Is this a critical need? If so, please explain. If funding is not available at this time, what alternatives are available to accomplish similar goals?**

This is an urgent and critical request to ensure that prevention measures are in place to ensure the safety of students, faculty, and staff who utilize Divisional spaces.



# PBAC

## Budget Request Form

**Request Date:** 10/18/2019  
**Requestor Name:** Dr. J. Luke Wood

**Proposal Title:** Infrastructure for newly established Division of Diversity and Innovation

**Proposal Category:**

- ☒ Divisional Diversity & Innovation ☐ Cross Divisional  
☐ Deferred Maintenance and Capital Projects

**Proposal Background/Description:**

Recently, the Office of Faculty Diversity and Inclusion became the Division of Diversity and Innovation. This division is responsible for advancing equity, diversity, and inclusion across the University and engaging in innovative practices to enhance the institution's serving to minoritized student populations. The Division was recently located in offices in the PSFA building that were vacated by the School of Public Affairs. There are infrastructure needs to help support the implementation of this Division. There is an urgent need for basic operational needs (e.g., furniture, technology) for these new offices. For example, the PSFA space includes four rooms now being used as a conference room and training rooms for workshops and events that serve students, faculty and staff from across the campus. These rooms need monitors that can be used for computer presentations and remote meetings. The PSFA space, which includes multiple spaces that are separated by half-walls, also requires some renovation to improve the acoustics and make the spaces more useable for workshops and meetings. In addition, there are a number of one-time administrative infrastructure needs.

**Budget Request:**

☐ **Base Request** Amount \$ [Click or tap here to enter text.](#)

Budget Detail (include itemized salary, benefits <sup>[1]</sup>, and/or operating expense/equipment):

[1] Budget benefits as 50% of salary



# PBAC

## Budget Request Form

Click or tap here to enter text.

☒ **One-Time Request**

**Amount \$160,000**

Budget Detail (include itemized salary, benefits <sup>[1]</sup>, and/or operating expense/equipment):

Computers and monitors for offices: \$40,000

HDTVs (monitors for presentations) and conference setup: \$15,000

Setup of phones, network: \$2000

Website transition: \$20,000

Furniture for offices and training spaces: \$3,000

Space renovations in Native Student Center and Sound-proofing of PSFA 108, 110 and 114 spaces: \$80,000

**Are matching (additional) funds available for this request? Will this request result in cost savings / efficiencies? If so, please explain.**

Not applicable

**Is this a multi-year funding request? If so, please explain.**

This is a one-time funding request

**What is the objective of this proposal and how will you evaluate progress in achieving this objective? A report may be requested to demonstrate how funds were used and if the objective of the proposal was met.**

These one time funds are requested with the goal of allowing the staff of the Division of Diversity and Innovation to fulfill expected responsibilities.

**How does this proposal benefit students?**

The Division of Diversity and Innovation houses the Identity Centers (Academic Resource Centers). The new space in PSFA provides office space to the CSU Student Trustee and the California State Student Association President. There is also space for the Center for

[1] Budget benefits as 50% of salary



# PBAC

## Budget Request Form

Transformative Justice and the AAPI Lounge. In addition, the space houses eight Graduation 2025 case management workers who are all graduate students at SDSU. In addition, this request provides for necessary resources to move the CAL assistant deans office in order to start the Native Student Resource Center. The Division also holds weekly trainings on implicit bias, racial microaggressions, and inclusive pedagogies. These trainings are designed to create a better student experience for students from historically underrepresented and underserved communities.

### **How does this proposal help to advance the institution?**

The Division of Diversity and Innovation aims to advance diversity and inclusion as the drivers of innovation and excellence, thereby fostering a community where students, faculty, staff and alumni of all backgrounds and identities can succeed and feel at home. The Division supports numerous initiatives that celebrate inclusive excellence to advance the welfare and safety of all people on campus. The PSFA space, in particular, hosts professional learning seminars by the Professors of Equity; meetings and events of the Employee Resource Groups; academic coaches working with students from underrepresented backgrounds; as well as the offices of the DDI central staff and leadership.

### **Is this request time sensitive? Explain why funding is needed at this time.**

The Division of Diversity and Innovation is a new division, with several new staff and in a new space. This request is time sensitive – as these items are critical needs for carrying out the work of the Division.

### **Is this a critical need? If so, please explain. If funding is not available at this time, what alternatives are available to accomplish similar goals?**

These needs are critical. They represent basic functional operations for the Division.

[1] Budget benefits as 50% of salary



# PBAC

## Budget Request Form

**Request Date:** 10/2/2019  
**Requestor Name:** Environmental Health & Safety

**Proposal Title:** Stormwater Permit Support

**Proposal Category:**

- ☒ Divisional Business & Financial Affairs ☐ Cross Divisional  
☐ Deferred Maintenance and Capital Projects

**Proposal Background/Description:**

Funds are requested for compliance with the 2019/20 stormwater regulations under the jurisdiction of Region 9, Regional Water Quality Control Board (RWQCB). There are multiple regulatory requirements for SDSU as part of the MS4, Small, Phase II, Non-traditional permit (MS4 permit). Implementation of the MS4 permit requires collection of sampling data, Geographical Information System (GIS) mapping, collaboration with Facilities Services (FS) Crafts and Trades as part of the assessment, evaluation, and proposed remedial alternatives for the storm drain and sewer system, coordination with FS for Best Management Practice roll-out and evidence thereof, coordination with RWQCB, development of sampling strategies and monitoring locations including, but not limited to Illicit Discharge Detection and Elimination, dry and wet weather.

Critical pathway for these tasks is source identification and mitigation and provision of justification for annual reporting purposes. Non-compliance with the MS4 permit will result in fines of up to \$25,000 per day per violation. The permit at SDSU is currently in its sixth year and there are data gaps for prior permit years that are no longer able to be filled. Moving forward, some of the tasks are being managed by one staff member and this is unsustainable.

Assistance is needed in technical areas that are unfamiliar to SDSU EH&S. Additionally, an Investigative Order (IO) was issued in 2018. There are 11 responsible parties (RP), including SDSU. The IO is a prescriptive document detailing required investigations into homelessness, sanitary sewer overflows, exfiltration from sanitary sewers into storm water conveyances, recreational vehicle dumping, sewer system private laterals, septic systems and illegal connections to MS4s. Implementation of the IO is a time constrained process that has begun and a Workplan for the Steering Committee (including SDSU) is due December 2019. There are scheduled monthly Steering Committee Meetings which require technical review of materials

[1] Budget benefits as 50% of salary



# PBAC

## Budget Request Form

by each RP group between meetings. In addition, there are quarterly milestones, semi-annual reports, and ongoing evaluation of data and approach at every stage of the process.

At this time, this entire IO process is expected to take 5 years. Failure to comply with the components of the IO may also result in fines of \$25,000 per day for each day on which the violation occurs and criminal prosecution. The IO Steering Committee has had two meetings within the past three months. The RWQCB expects the Steering Committee to meet monthly and review highly technical information requiring specific subject matter expertise. That level of expertise is not currently available at EH&S.

### **Budget Request:**

☐ **Base Request**

**Amount \$** [Click or tap here to enter text.](#)

Budget Detail (include itemized salary, benefits <sup>[1]</sup>, and/or operating expense/equipment):

The MS4 support assistance is \$64,214 and the IO support is \$15,420. The total cost is therefore \$79,634 which is anticipated to cover the remainder of the 2019/20 fiscal year.

☒ **One-Time Request**

**Amount \$79,454**

Budget Detail (include itemized salary, benefits <sup>[1]</sup>, and/or operating expense/equipment):

[Click or tap here to enter text.](#)

### **Is this a multi-year funding request? If so, please explain.**

The regulatory requirements for the MS4 permit has no end point, and the request for the IO has at least a five-year duration and has yet to be fully defined in 2019. Both programs span a long-term timeframe and need to be funded for at least the next three to five years.

### **How does this proposal help to advance the institution?**

Because the stormwater permitting process is a requirement and is a set of public documents published on the State website, any missing elements or items that highlight material not provided by SDSU is viewed in a negative light by the public. In addition, the permit is enforced through the RWQCB and through public law suit which may ensue if the university fails to comply. By responding to the RWQCB imposed deadlines and requirements, SDSU remains in compliance both internally and externally.

### **Is this request time sensitive? Explain why funding is needed at this time.**

The deadlines imposed by the Regional Water Quality Control Board (RWQCB) are not negotiable. The first meeting of the Steering Committee for the Investigation Order was held

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on September 30<sup>th</sup>, 2019 and there are deadlines for submission of deliverables that are within November and December. Further, the MS4 permit requires sampling and analytical work that can only be completed with specialized equipment and staff in order to meet the filing deadlines for Total Maximum Daily Load and Waste Load Allocation deliverables.

**Is this a critical need? If so, please explain. If funding is not available at this time, what alternatives are available to accomplish similar goals?**

There are multiple elements of the stormwater permitting process that are required of SDSU. If these elements are not completed the university risks incurring fines and potential legal action from the Regional Water Quality Control Board (RWQCB). In addition, inspections by RWQCB enforcement staff as a result of Notices of Violation can also trigger further fines and penalties. There are no staff nor is there the requisite equipment required to complete the elements detailed in the attached proposals.





# PBAC

## Budget Request Form

**Request Date:** 10/21/2019

**Requestor Name:** Dana Smith

**Proposal Title:** Institutional Risk Pool Premium

**Proposal Category:**

- ☐ Divisional Choose an item. ☒ Cross Divisional
- ☐ Deferred Maintenance and Capital Projects

**Proposal Background/Description:**

Due to a variety of factors, including increased personnel costs, claims experience and increased cost of medical care, SDSU's workers compensation premium increased by \$700,000 beginning with FY 2015/16. Pursuant to the formula utilized in determining the premium, we anticipated that this increased cost would continue a minimum of four years. This increase in cost continued into year five so we are requesting another year of funding to support this increased cost.

Additionally, campus property premiums increased \$200,000 this year due to market trends and the addition of earthquake insurance. We are requesting funding to support this increased cost as well.

**Budget Request:**

☐ **Base Request** **Amount \$** Click or tap here to enter text.

Budget Detail (include itemized salary, benefits <sup>[1]</sup>, and/or operating expense/equipment):  
Click or tap here to enter text.

☒ **One-Time Request** **Amount \$900,000**

Budget Detail (include itemized salary, benefits <sup>[1]</sup>, and/or operating expense/equipment):

**Are matching (additional) funds available for this request? Will this request result in cost savings / efficiencies? If so, please explain.**

There is a \$4 million institutional budget for campus risk pool (insurance premiums) which includes IDI/IDL/UE, worker's compensation, liability and property insurance. This budget is insufficient to support the added costs for which funding is requested.

[1] Budget benefits as 50% of salary



# PBAC

## Budget Request Form

**Is this a multi-year funding request? If so, please explain.**

Only FY 2019/20 funding is requested at this time. We expect this to be an ongoing 1x request until we confirm this to be an ongoing need at which time base funding will be requested.

**What is the objective of this proposal and how will you evaluate progress in achieving this objective? A report may be requested to demonstrate how funds were used and if the objective of the proposal was met.**

n/a – risk pool is a mandatory cost for the campus

**How does this proposal benefit students?**

n/a – risk pool is a mandatory cost for the campus

**How does this proposal help to advance the institution?**

n/a – risk pool is a mandatory cost for the campus

**Is this request time sensitive? Explain why funding is needed at this time.**

Yes, the campus risk pool premiums have already been paid for FY 2019/20 and funding is needed to cover the expense.

**Is this a critical need? If so, please explain. If funding is not available at this time, what alternatives are available to accomplish similar goals?**

Yes – risk pool is a mandatory cost for the campus.