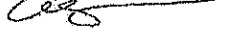Business and Financial Affairs
San Diego State University
5500 Campanile Drive
San Diego, CA 92182-1620
Tel: 619-594-5631
Fax: 619-594-6022
Email: awongnickerson@sdsu.edu

Agnes Wong Nickerson
Interim Vice President and CFO

SAN DIEGO STATE UNIVERSITY

MEMORANDUM

DATE: December 10, 2021

TO: Adela de la Torre
            President

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

SUBJECT: President's Budget Advisory Committee
            Recommendation of December 10, 2021

Attached is the recommendation from the President's Budget Advisory Committee (PBAC) meeting on December 10, 2021 for approval of 2021/22 spring one-time funding requests totaling $10.245,524.

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

If you have any questions, please let me know.

Attachments

RECOMMENDATION

Approve 2020/21 one-time spring funding requests:

Division	Request	One-Time
PRES	Nat Visibility, 125th Anniv, Tagline & Brand Activation Plan	300,000
AA	Reallocation of Sum Enrollment, FERP, Enrollment Growth	0
AA	Graduate Student Support	2,000,000
AA	Scholarships: Lower Middle Class High Achieving Students	600,000
DRI	Replace Broken/Inoperable Equipment	1,000,000
BFA	UPD Command Vehicle Equipment/Technology Upgrades	125,000
ITD	mySDSU Consultant	1,600,000
ITD	Google Workspace Licensing (Yr 1 of 3 yr commitment	154,036
ITD	OneIT Stipends	135,738
ITD	Software: Academic Analytics, Nuventive	170,000
CrossDiv	Space Inventory, Utilization & Process Study Consultant	400,000
CrossDiv	Staff Professional Development	200,000
DM/Cap	Peterson Gym Roof Replacement	1,755,000
DM/Cap	Physical Roof Replacement	875,750
DM/Cap	Elevators (GCMS and Physics Astronomy)	750,000
DM/Cap	SDSU-IV Hazardous Material Storage	180,000
Total		**10,245,524**

Approved by:

Adela de la Torre 12/15/21

Adela de la Torre, President   Date

President's Budget Advisory Committee
Meeting Agenda
December 10, 2021
Via Zoom Call
https://SDSU.zoom.us/j/89713554031
Meeting ID: 89713554031
89713554031@zoomcrc.com

I. Call to order
- Call for amendments to agenda

II. Information Item
- 2022/23 Budget Update

III. 2021/22 1x Budget Request (Attachment 1)
- PRES Budget Request (Attachment 2)
- AA Budget Request (Attachment 3)
- DRI Budget Request (Attachment 4)
- BFA Budget Request (Attachment 5)
- ITD Budget Request (Attachment 6)
- Cross Divisional Budget Request (Attachment 7)
- DM/Capital Project Budget Request (Attachment 8)

IV. Watch List
- COVID-19
- Deferred Maintenance

V. New Business

VI. Reminder
- **Budget Forum – January 27, 2022 at 2:00 p.m.**
- **Next Meeting Date – February 10, 2022 at 2:00 p.m.**

2021/22 Spring Budget Proposals -- Consolidated

	2021/22 One-Time
Office of the President:	
National Visibility, 125th Anniversary, Tagline and Brand Activation Plan	$300,000
Subtotal Academic Affairs	$300,000
Academic Affairs:	
Updated: Summer Enrollment Incentive Savings ($2m PBAC allocation; $1,149,000 needed)	($851,000)
Updated: FERP ($2.75M PBAC allocation; $2.969M needed)	$219,000
Updated: FTES Enrollment Growth ($8.3M allocation; estimated $8.9M needed)	$632,000
Graduate Student Support	$2,000,000
Scholarships for Lower Middle Class High Achieving Students (4 year commitment)	$600,000
Subtotal Academic Affairs	$2,600,000
Research & Innovation:	
Emergency Funding to Replace Broken/Inoperable Equipment	$1,000,000
Subtotal Research & Innovation	$1,000,000
Student Affairs & Campus Diversity:	
Subtotal Student Affairs & Campus Diversity	$0
Business & Financial Affairs:	
UPD Command Vehicle	$125,000
Subtotal Business & Financial Affairs	$125,000
Information Technology:	
mySDSU Consultant (Huron)	$1,600,000
Google Workspace Licensing (Year 1 of 3 year commitment)	$154,036
OneIT Stipends	$135,738
Software: Academic Analytics (AA and DRI), Nuventive Curriculum (AA)	$170,000
Subtotal Information Technology	$2,059,774
University Relations & Development:	
Subtotal University Relations & Development	$0
Cross Divisional:	
Space Inventory Analysis, Utilitization and Process Study - Consultant	$400,000
Staff Professional Development	$200,000
Subtotal Cross Divisional	$600,000
Deferred Maintenance/Capital Projects:	
Peterson Gym Roof Replacement	$1,755,000
Physics Roof Replacement	$875,750
Elevators (GMCS and Physics Astronomy)	$750,000
SDSU IV - Hazardous Material Storage	$180,000
Subtotal Deferred Maintenance/Capital Projects	$3,560,750
Total Budget Requests	$10,245,524

Prepared by Budget and Finance

SAN DIEGO STATE UNIVERSITY

PBAC

Budget Request Form

Request Date: 11/5/2021

Requestor Name: Office of the President, Strategic Communications and Public Affairs

Proposal Title: National Visibility, 125th Anniversary, Tagline and Brand Activation Plan

Proposal Category:

☑ Divisional President's Office   ☐ Cross Divisional

☐ Deferred Maintenance and Capital Projects

Proposal Background/Description:

When the university set out to develop its new, 5-year strategic plan, one of the important needs identified was a to develop and then launch a cohesive brand initiative to expand regional, statewide, national and international visibility. This brand strategy would also—critically—unite and promote all SDSU campus locations for the first time, including SDSU Imperial Valley, SDSU on the mesa, SDSU Mission Valley, and SDSU Global Campus through the microsites in particular.

Ultimately, those early strategic planning conversations – which included engagement with thousands of students, faculty, staff, alumni, donors and general community members – identified several key marketing and communications gaps.

Notably, the strategic planning process uncovered that: the university did not have a cohesive, centralized strategy for marketing; the mission and tagline were outdated and confusing; marketing efforts were disperated and fragmented across the university and its locations; students were sometimes confused about program offerings and where those offerings were housed; students and families, based on benchmarking, did not always understand the competitive and cost effective nature of an SDSU degree; and there is not reasonable university brand awareness across the nation given the size, significant research, student achievement and impact of the university.

This project serves to fulfill the goals defined under strategic plan activities 10 and 11 and purposefully coincides with the university's 125th anniversary activities. The project goals are to better position SDSU as a transborder education and research institution driven to transform the communities we serve.

Budget Request:

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

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

Click or tap here to enter text.

[1] Budget benefits as 50% of salary

SAN DIEGO STATE UNIVERSITY

PBAC
Budget Request Form

☑ **One-Time Request**   **Amount $300,000**

Budget Detail (include itemized salary, benefits [1], 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.

Yes, earlier PBAC contributions have provided a baseline framework for the university-wide brand initiative, including earlier support for the web alignment initiative (which is ongoing), the Campus Photography initiative and the ongoing brand assignment and refresh intiative. The one-time funding would, however, ensure the successful launch of the new brand as well as brand activation, as well as allow us—for the first time—to reach much of our nearly half million alumni to engage them in the 125th anniversary, market our research and our faculty in key east coast markets, including Big Ideas, and would also allow us to strengthen our reach to students across California, as well as to achieve the goals set out in the strategic plan.

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

No, the funding supports brand launch activities during the 2022 calendar year primarily.

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.

This collaborative, university-wide strategy defines who we are, what we do and why it matters. New developments will include:

- A reimagined flagship logo and presidential seal
- A new university-wide tagline
- Visual design elements
- A communications and messaging framework with an aim toward increased national media coverage and marketing

How does this proposal benefit students?

Some students – current and prospective students – have indicated through focus groups and surveys that they were not always clear about the benefits of attending SDSU, or what value a SDSU degree would have in their lives. Some students have also reported confusion between the various campus locations and different offerings, particularly with the growth of SDSU Georgia and new four-year degree offerings at SDSU Imperial Valley. In addition to more clearly defining the university's offerings, student services and resources, and the value of an SDSU degree, students will be employed to support brand launch activation efforts, and will be engaged

[1] Budget benefits as 50% of salary

SAN DIEGO STATE UNIVERSITY

PBAC

Budget Request Form

in activities throughout the year that serve to help them build stronger connections with the university and meaningfully engage.

How does this proposal help to advance the institution?

In the most fundamental terms, this initiative is about who we are as an institution, how we serve and where we are going. By more strongly and broadly areculating the university's vision, mission, outcomes and other efforts, we are better positioned to attract high profile and competitive students and employees, accelerate philanthropy, attract new partners and make more obvious our university's mission and positive impact.

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

Yes, portions of the project are already underway, supported by earlier PBAC one-time funding support and base funds. The more visible oucomes of the project and strategy alilgn with the 125th anniversary celebrations.

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 mission critical need and can help generate student applications and yield, donations, partnership, accolades and other direct benefits for our students, faculty, staff and various locations.

[1] Budget benefits as 50% of salary

SAN DIEGO STATE UNIVERSITY

PBAC
Budget Request Form

Request Date: 11/9/2021

Requestor Name: Mary Anne Kremicki for Hector Ochoa

Proposal Title: Summer Incentive/FTES Enrollment Growth/FERP Funding 21-22

Proposal Category:

☑ Divisional Choose an Item.   ☐ Cross Divisional

☐ Deferred Maintenance and Capital Projects

Proposal Background/Description:

Combine previously allocated AA resources to maximize strategic use of funds. Allocate remaining summer incentive funds to cover the projected 21-22 shortfall in FERP salary funding and anticipated FTES enrollment growth shortfall.

Budget Request:

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

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

☑ **One-Time Request**   **Amount $0**

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

Summary of 21-22 One time PBAC Requests AA:

Summer Enrollment Incentive Requested	2,000,000
Actual Summer Incentive	(1,149,000)
FERP Salary Funding Requested	2,750,000
Actual FERP	(2,969,000)
FTES Enrollment Growth Requested	8,300,000
FTES EG Anticipated Needs	(8,932,000)
	-

[1] Budget benefits as 50% of salary

SAN DIEGO STATE UNIVERSITY

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.
FTES enrollment growth funds provide the resources to the Colleges for the costs of instruction.

How does this proposal benefit students?
Instruction is core to the mission of the university.

How does this proposal help to advance the institution?
Instruction is essential to advance the institution.

Is this request time sensitive? Explain why funding is needed at this time.
Yes- we need to know that there will be resources to cover instructional costs.

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 critical -- if not received, classes will need to be cancelled and the method to deliver instruction may be changed.

SAN DIEGO STATE UNIVERSITY

PBAC
Budget Request Form

Request Date: 12/3/2021

Requestor Name: Tracy Love, Hala Madanat

Proposal Title: Graduate Student Support

Proposal Category:

☐ Divisional Choose an item.   ☑ Cross Divisional

☐ Deferred Maintenance and Capital Projects

Proposal Background/Description:

The College of Graduate Studies, in coordination with Academic Affairs, DRI, and BFA, is seeking bridge funding of $1.5million for graduate student support while we transition to a new TA hiring model (focused on improving classification, time-base and offer packages) which will result in equity in hiring as well as improved recruitment and retention efforts across colleges. We request $500K to launch a Pilot Postdoctoral Program in Fall 2022. The postdocs will improve the graduate training environment by providing another means for individualized mentorship to students, thus supporting the broader research infrastructure for graduate students.

Budget Request:

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

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

☑ **One-Time Request**   **Amount $2,000,000**

Budget Detail (include itemized salary, benefits [1], and/or operating expense/equipment):
Combination of Salary, Tuition Remission, and Scholarship offset by savings garnered in restructure.

Are matching (additional) funds available for this request? Will this request result in cost savings / efficiencies? If so, please explain.
Matching funds will be requested from the faculty to support the Pilot Post Doctoral Program in order to support more students.

Is this a multi-year funding request? If so, please explain.
At this time — asking for one year as bridge funding. There will likely be a base request in the future, once the costs of the new plan are firmly established.

[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 College of Graduate Studies, in coordination with Academic Affairs, DRI, and BFA, are seeking bridge funding for graduate student support while we transition to a new TA hiring model (focused on improved classification, time-base and offer packages) which will result in equity in hiring as well as improved recruitment and retention efforts across colleges. Currently, graduate students hired in TA capacities at SDSU struggle to afford basic living and education expenses. Programs are not able to recruit quality graduate students as they choose other programs that provide better offer packages. SDSU offers less competive compensation for teaching effort and, unlike our peer institutions or program partners, does not offer tuition/fee remissions to TAs. Our academic student employees pay on average $9,570 annually to SDSU in tuition and fees making SDSU not competitive.

SDSU's less competitive offer packages have had implications beyond graduate students; with difficulty recruiting graduate students, programs have had to cancel sections, reducing the number of course offerings available to undergraduate students. This has impacted our progress towards 4-year graduation rates (GI 2025).

We wish to correct this inequity by providing badly needed financial support to TAs while concurrently phasing in a new hiring model that best reflects effort and supports programs by increasing recruitment with competitive offers. We expect that these efforts will allow programs to increase course offerings/sections for high demand undergraduate courses in support of GI 2025.

→While working on the allocation protocols for TA appointments, we are asking for bridge funding to support in-state tuition remission costs and scholarships (partially to support the increased costs of the required graduate insurance coverage) for AY 22-23 for students with certain TA appointments. **This bridge funding will provide the much needed runway to implement changes to increase current TAs' net compensation, help with graduate recruitment and retention efforts, and address the critical service course shortages we are currently facing.**

→ The Pilot Postdoctoral Program will improve the graduate training environment by providing another means for individualized mentorship to students as well as improving the broader research infrastructure. This program will also benefit the faculty as it is urgent for them to have support in restarting their Research, Scholarship, and Creative Activities post pandemic.

How does this proposal benefit students?

Currently, graduate students hired in TA capacities at SDSU struggle to afford basic living and education expenses. Increased compensation via salary, tuition remission, and scholarships (partially to support the increased costs of the required graduate insurance coverage) will support graduate students in a meaningful way. The less competitive offers resulting from the current funding model for TAs have implications beyond graduate students. If we can not recruit and retain high quality graduate students, programs will be forced to continue canceling sections, reducing the number of course offerings available to undergraduate students. This has impacted our progress towards 4-year graduation rates (GI 2025). In addition to providing financial relief, graduate mentoring and training from postdoctoral fellows will increase capacity and individualized support to our graduate students while also providing critical aid for faculty.

[1] Budget benefits as 50% of salary

SAN DIEGO STATE UNIVERSITY

PBAC
Budget Request Form

How does this proposal help to advance the institution?

TAs support undergraduate instruction. The postdocs will assist in training doctoral and masters level students and support the broader research infrastructure for graduate students. Postdocs will also provide urgently needed support for faculty as they restart their Research, Scholarship, and Creative Activities post pandemic.

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

This is time sensitive. We will begin packaging graduate student and postdoctoral fellowship funding offers in the early part of 2022 and need to know what resources are available so we can be compeititve during recruitment and can retain current graduate 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. Without this support we will continue to slip in our pursuit of the highest quality graduate student candidates and post docs.

SAN DIEGO STATE UNIVERSITY

PBAC

Budget Request Form

Request Date: 12/2/2021

Requestor Name: Stefan Hyman

Proposal Title: Middle Class Merit Scholarships

Proposal Category:

☑ Divisional Choose an item.   ☐ Cross Divisional

☐ Deferred Maintenance and Capital Projects

Proposal Background/Description:

A recent comparison of SDSU's net costs against those of University of California campuses indicated that, while SDSU remains a very good value for California residents, its net costs for students in middle class income brackets now exceeds those of several UC campuses. The table below uses data from IPEDS to compare the net cost of attendance for students at SDSU and UCSD in several income brackets. As highlighted, SDSU has a higher net cost of attendance for students with EFCs between $30,001 and $75,000.

Taxable and Untaxed Income	SDSU	UCSD	Diff.
$0 - $30,000	$8,870	$9,280	($410)
$30,001 - $48,000	$10,594	$9,974	$620
$48,001 - $75,000	$14,730	$14,071	$659
$75,001 - $110,000	$18,766	$20,205	($1,439)
$110,001 and more	$22,048	$28,058	($6,010)

Average Net Cost of Attendance AY 2019-20, SDSU vs. UCSD
Source: IPEDS

Consequently, the percentage of admitted students with EFCs at these levels has been progressively decreasing each year. While UC resident tuition costs are overall higher than those of CSU campuses, other required student expenses (such as room and board, and campus fees) combined with the wider availability of financial aid on UC campuses subsidizes and reduces the average net costs paid by families. One important component of the UC's financial aid strategy has been the Blue and Gold Opportunity Program, which guarantees full tuition to California resident students whose total family income is $80,000 or less. By contrast our State University Grant (SUG) program is limited at SDSU to students with an EFC of $4,000 or less, and SUG awards typically only cover the CSU basic tuition fee during the academic year so that SDSU has remaining SUG funding to support summer enrollment.

[1] Budget benefits as 50% of salary

SAN DIEGO STATE UNIVERSITY

PBAC

Budget Request Form

Several long-term solutions are being developed, including the establishment of new funding from the Campanile Foundation. While other initiatives are in development, Enrollment Services is requesting a one-time allocation of $600K to award new merit scholarships to incoming students in the Fall 2022 entering class. Awards will be offered to eligible students for four years, pending their retention at full-time status and in good academic standing.

Budget Request:

☐ Base Request   Amount $

☑ One-Time Request   Amount $600,000

Budget Detail (include itemized salary, benefits [1], and/or operating expense/equipment):
Middle Class Scholarships: $600,000 ($150K for 4 years)

Are matching (additional) funds available for this request? Will this request result in cost savings / efficiencies? If so, please explain.
By design, this will not result in cost savings. Long-term solutions for funding from the Campanile Foundation are in development.

Is this a multi-year funding request? If so, please explain.
This request is for one time funds which will be rolled over for three additional 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 this proposal is to enable SDSU to be seen as a strong value for students at all income levels. Evaluation of progress will be established through intricate study of yield rates and student performance.

How does this proposal benefit students?
The proposal provides direct funding to students.

How does this proposal help to advance the institution?
These scholarships are intended to support the enrollment of more high-achieving middle-income students. By enrolling stronger students, we increase the likelihood of graduation rates continuing to rise.

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

[1] Budget benefits as 50% of salary

SAN DIEGO STATE UNIVERSITY

PBAC
Budget Request Form

Yes, this is time-sensitive, as students will need to know their financial aid and scholarship package before choosing to enroll at a university.

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?
If funding is unavailable, ES will need to admit a larger number of students, and go deeper into its applicant pool (potentially to admit students with weaker academic preparation). The net cost of attendance for middle class students will continue to increase.

SAN DIEGO STATE UNIVERSITY

PBAC

Budget Request Form

Request Date: 11/4/2021

Requestor Name: Division of Research and Innovation

Proposal Title: Emergency Funding to replace broken/inoperable equipment

Proposal Category:

☑ Divisional Choose an item.   ☐ Cross Divisional

☐ Deferred Maintenance and Capital Projects

Proposal Background/Description:

This proposal will provide funding to purchase new equipment to replace broken or inoperable equipment in order to maintain and improve shared campus core facilities such as the Electron Microscope (EM) facility, Flow Cytometry facility, and Wind Tunnel facility that serve multiple faculty across multiple departments/schools and colleges. Funding priority will be given to equipment facilities that serve a larger number of faculty across several units, provide facilities that are currently limiting faculty scholarly success, or provide a key piece of equipment that allows faculty to approach research questions in a new way that was previously limited without this equipment. A lack of shared equipment/facilities infrastructure is frequently highlighted by our faculty as an area that limits our ability to compete for large national funding opportunities.

Budget Request:

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

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

☑ **One-Time Request**   **Amount $1,000,000**

Budget Detail (include itemized salary, benefits [1], and/or operating expense/equipment):
Investments are limited to between $50k and $200k.

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

Colleges are required to provide matching funds for this program. Although this request is not expected to result in cost savings or efficiencies, we will expect to see increased research and scholarship by faculty utilizing these shared facilities. Furthermore, it is possible we will

[1] Budget benefits as 50% of salary

SAN DIEGO STATE UNIVERSITY

PBAC

Budget Request Form

observe an increase in sponsored research dollars resulting from funded grant/contract proposals that utilize these shared facilities.

Is this a multi-year funding request? If so, please explain.
No.

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 support faculty research and scholarship by providing the infrastructure to support shared and interdisciplinary research interests and collaborations. Program success can be measured by the number of users of these facilities (e.g., faculty, students), resulting scholarship, and the number of extramural funding applications proposing to utilize these facilities.

How does this proposal benefit students?
Facilities and equipment are important elements of our campus infrastructure that supports both our undergraduate and graduate research and scholarship. Like faculty, our students need access to current and well-functioning equipment, technology, and facilities to be competitive for the job market, graduate school, and student-focused funding opportunities. In previous equipment/facilities funding efforts, students have benefited from enhancements ranging from art-based facilities to shared chemistry equipment.

How does this proposal help to advance the institution?
Funding for the purchase for large shared equipment is difficult to secure from extramural funding sources because of the extremely competitive funding environment and the unpredictability of funds available from year-to-year. Moreover, outside agencies often expect campuses to provide these types of core facilities and shared equipment as resources campuses always provide. Without modern facilities and equipment, SDSU faculty may not be able to conduct the cutting-edge research necessary to put forth the most competitive extramural funding proposals.

Is this request time sensitive? Explain why funding is needed at this time.
Yes, the lack of modern equipment and/or facilities impacts our ability to secure extramural funding.

[1] Budget benefits as 50% of salary

SAN DIEGO STATE UNIVERSITY

PBAC
Budget Request Form

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. It has been nearly three years since DRI offered this kind of support for SDSU faculty.

[1] Budget benefits as 50% of salary

SAN DIEGO STATE UNIVERSITY

PBAC

Budget Request Form

Request Date: 11/15/2021

Requestor Name: Josh Mays, AVP Safety and Community Empowerment; and Mike Hastings, Chief of Police

Proposal Title: Command Vehicle Technology Upgrades

Proposal Category:

☑ Divisional Business & Financial Affairs   ☐ Cross Divisional

☐ Deferred Maintenance and Capital Projects

Proposal Background/Description:

SDSUs Office of Emergency Preparedness (OEP) is responsible for maintaining the university's readiness for emergencies. This includes operating the Emergency Operation Center (EOC) to provide real-time management of an emergency or incident occurring in the field. This could include such incidents such as an active shooter, gas leak, flood, power outage, civil unrest, large special events, etc.

The EOC relies on gathering information and updates from authorities in the field that are managing and responding to the incident or crisis via the University Police Department (UPD) command vehicle. This is a grant funded asset in support of emergency preparedness. It is set up to operate as a mobile dispatching and command center should something happen to the police department's 9-1-1 center. It is, however, more often used as the command post for incidents in the field. In this case, it becomes a fully functional mobile command post to support emergency operations. When deployed during an emergency or proactively during large special events, this command post becomes the hub of emergency operations. All responding agencies (such as police, fire, EMS, MTS, SDGE, etc.) know to report to the command post, consistent with National Incident Command System practices. This is where effective management and coordination of the incident occur with all involved participants.

There are 3 fully functional dispatch workstations inside the command vehicle, cameras for viewing the incident or crisis in the field, a workspace for mutual aid coordination and communication, communication capabilities to connect all first responders, communication capabilities for sending emergency notifications to students, faculty and staff, helicopter communication technology, and map sharing capabilities, among others. All of these capabilities are critical for effective emergency management of in field incidents.

[1] Budget benefits as 50% of salary

SAN DIEGO STATE UNIVERSITY

PBAC
Budget Request Form

However, this vehicle is almost 14 years old. None of the equipment has been upgraded and is now mostly obsolete. Due to technology advances, the command vehicle is unable to effectively serve as a command post. Without this asset, UPD and OEP are unable to manage and respond to emergencies consistent with current best practices and expectations. It creates a huge deficit in our response and coordination capabilities because of the aging technology.

This request will allow for the command vehicle to receive a technology refresh and once again become a central piece of the university's responses to emergency and large scale special events and incidents.

Budget Request:

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

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

☑ **One-Time Request**   **Amount $125,000**

Budget Detail (include itemized salary, benefits [1], and/or operating expense/equipment):
Parts and labor for technology upgrades.

Are matching (additional) funds available for this request? Will this request result in cost savings / efficiencies? If so, please explain.
No matching or additional funds

Is this a multi-year funding request? If so, please explain.
Click or tap here to enter text.

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.
Click or tap here to enter text.

How does this proposal benefit students?

[1] Budget benefits as 50% of salary

SAN DIEGO STATE UNIVERSITY

PBAC
Budget Request Form

This technology upgrade will allow UPD and OEP to better address emergencies and critical incidents in support of student safety.

How does this proposal help to advance the institution?
This proposal helps ensure the unversity's emergency preparedness efforts are meeting current best practices and expectations.

Is this request time sensitive? Explain why funding is needed at this time.
Yes. The command vehicle is not operational at this time and leaves a void in our ability to properly prepare and respond to emergencies.

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?
The need is critical in order to help keep the SDSU community as safe as possible with planned and unplanned large scale events and emergencies.

SAN DIEGO STATE UNIVERSITY

PBAC

Budget Request Form

Request Date: 11/3/2021

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 April 2020, SDSU entered into a contractual relationship with Huron Consulting Group, Inc. (Huron) to continue the implmenetation of PeopleSoft Campus Solutions 9.2 for new and continuing students for Fall 2022. The project scope includes the discovery and gap analysis of the work that was previously delivered by the prior vendor, an assessment and alignment of a revised project timeline, and development work for system integrations and interfaces as well as needed modifications to meet SDSU business requirements. The implementation includes CMS Baseline functionalities for Financial Aid, Student Admissions, Student Records, and Student Financials.

The contractual amount for Huron professional services was set to $5,400,000, which included consulting hours, professional services and related expenses, as well as backfill and additional compensation for departments and staff working directly on the project, and professional training.

The original total budget for this project, inclusive of funds for backfill, additional compensation, and training, was $9.525,000. A total of $4,305,206.57 was paid to the prior vendor, and $1,401,500.67 was utilized for backfill, additional compensation, training, and other expenses. With a remaining budget balance of $3,828,292.76, additional funding would be necessary to fully fund the project.

Budget Request:

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

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

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[1] Budget benefits as 50% of salary

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☑ **One-Time Request**   Amount $1,600,000

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

Original Total Budget for Consulting Hours and Expenses	$9,525,000.00
Total Expenditures (as of October 2020 plus projections)	$5,706,707.24
Sub-Total	$3,818,292.76
Professional Services from Huron Consulting Group	$5,400,000.00
Total Deficit	($1,581,707.24)

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.
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. A fully realized project plan has been established for the completion, delivery, and transition to PeopleSoft by May 2022.

How does this proposal benefit students?
The my.SDSU project expands on the integration of the university's enterprise systems through the implementation of PeopleSoft Campus Solutions 9.2, a powerfl student information system designed to enhance the way students interface with the university and transform the student experience. It will serve as the centralized gateway for the critical systems that our students use on a daily basis. The completion of the project will result in drastic improvement to how SDSU recruits and support students academically and financially while enhancing security, improving the user experience, and leveraging best practices and business processes. The project is also

[1] Budget benefits as 50% of salary

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meant to improve our productivity and agility in the use of mobile and digital technologies, as well as overall data utilization to serve and meet the needs of students, faculty and staff.

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. The completion of the project will result in drastic improvement to how the recruits and support students academically and financially while enhancing security, improving the user experience, and leveraging best practices and business processes. The project is also meant to improve our productivity and agility in the use of mobile and digital technologies, as well as overall data utilization to serve and meet the needs of students, faculty and staff.

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 2022, 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 2022. If funding is not available, the university will be at risk in its ability to provide financial aid, as well as admit and enroll new and continuing students in the Peoplesoft Campus Solutions plateform by Fall 2022.T

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Budget Request Form

Request Date: 11/3/2021
Requestor Name: Chris Clements

Proposal Title: Google Workspace Licensing

Proposal Category:
☐ Divisional Choose an item.   Cross Divisional
☐ Deferred Maintenance and Capital Projects

Proposal Background/Description:
Google is changing its pricing and service model for education. This change requires SDSU to purchase Google Education Plus licenses for students, faculty, and staff. The purchase of these licenses will at a minimum allow us to continue to use Google Workspace in the same manner that we are today. This is a 4-year agreement, which contractually needs to be signed no later than December 1, 2021, includes the first-year free with the first payment due by January 1, 2023. The contract will conclude on December 31, 2025. The yearly cost is projected to be **$154,036.00** with a total 3-year cost estimate of **$462,108.00**

Budget Request:
 Base Request   **Amount $**
Budget Detail (include itemized salary, benefits[1], and/or operating expense/equipment):

☐ **One-Time Request**   **Amount $**462,108.00
Budget Detail (include itemized salary, benefits[1], and/or operating expense/equipment):
Purchase Education Plus Licenses 41,758 at $4.00 per year. Covers enrolled students, faculty, and staff for 3 years. 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 matching funds are available. This will create efficiencies by allowing us to continue to store data in Google without having to purchase a new storage solution. Using the same storage solution reduces costs in training and implementing new processes and procedures.

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

[1] Budget benefits as 50% of salary

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Yes, this is a new yearly recurring fee. For this contract, term funding is required for 3 years starting 2023 and concluding 2025.

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 fund something that for the past 10 years was free to SDSU. If we can't fund Google Workspace, our communication and collaboration platform that students and employees of SDSU use on a daily basis will cease to function.

How does this proposal benefit students?
Students are a part of the Google Workspace communication and collaboration platform. These are the current tools that SDSU policy requires the campus to use to communicate with students. Students are able to use all the core services of Google Workspace, including but not limited to file sharing, email, calendaring, and chat.

How does this proposal help to advance the institution?
Google has been a strategic partner of SDSU since 2011. We store all of our sensitive data including research and protected information in Google cloud storage. Google is the dominant cloud-based productivity suite today, and using Google is a draw for students and employees who prefer these tools over others.

Is this request time sensitive? Explain why funding is needed at this time.
Yes, we must commit to the 4-year agreement by 12/01/2021 and cannot commit without a source of 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, this is a critical need. Without funding, the communication and collaboration suite of choice for both students and employees would need to be changed. To change a major communication and collaboration platform would be an extremely challenging multi-year effort.

[1] Budget benefits as 50% of salary

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Budget Request Form

Request Date: 11/17/2021

Requestor Name: Jerry Sheehan, Chief Information Officer

Proposal Title: OneIT Leadership   **Emergency Request**

Proposal Category:

☐ Divisional Choose an item.   ☑ Cross Divisional

☐ Deferred Maintenance and Capital Projects

Proposal Background/Description:

As a major component of the OneIT Model, we are asking 10 individuals to assume leadership responsibilities within their academic and research areas, as OneIT Community Leaders. The role they each will be playing is above and beyond their current roles.

The OneIT Community Leader will be the primary point of contact for learning about the college's work, promoting two-way communication between the college and the IT community, and developing a strategic understanding of the college's instructional, research and operational needs. They will serve as a part of each of their assigned Dean's leadership teams while also serving as a part of the IT Community Senior Leadership Team. Each of these individuals will serve for one year beginning September 1, 2021 and the effectiveness and outcomes will be reviewed one year from that date.

This is a list of expectations that will be realized throughout the year:
- In collaboration with academic leadership, identify and prioritize the IT work.
- Using existing IT resources, conduct the work required to support the unit.
- Leverage the use of institutional infrastructure and services. While eliminating non-value added work tasks.
- Identify and communicate work gaps that exist to both academic and IT leaders.
- Act as a liaison between faculty, students, staff, and IT personnel both within the academic unit and the IT Division.
- Serve as a part of the Senior IT Community Leadership Team bringing ideas and solutions that will offer more consistency in solutions impacting cost effectiveness.
- Engage in ad-hoc cross-divisional teams to resolve prioritized project work that needs to be completed for the institution. Work locally while thinking institutionally.
- Identify professional development needs for technical staff and help arrange and provide training opportunities and knowledge sharing.
- Contribute to developing consistent IT policies and practices and help implement them within their respective areas and across all of the OneIT Community.

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Budget Request Form

Budget Request:

☑ **One-Time Request**   **Amount $135,738**

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

There are 10 individuals that will be impacted by this approved request.

The budget impact of this request will be salary adjustments equaling $99,079.00 and a benefits cost impact of $36,659 for a total cost of $135,738.

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

There are no matching funds for this request. There will be cost savings and increased utilization of the IT products (hardware, software and infrastructure) by bringing all of the academic units to the leadership table.

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

This is a one-time one-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.

As stated earlier, the OneIT Community Leader will be the primary point of contact for learning about the college's work, promoting two-way communication between the college and the IT community, and developing a strategic understanding of the college's instructional, research and operational needs. They will serve as a part of each of their assigned Dean's leadership teams while also serving as a part of the IT Community Senior Leadership Team. Each of these individuals will serve for one year beginning September 1, 2021 and the effectiveness and outcomes will be reviewed one year from that date.

Metrics will include the cost savings from solutions created by the IT Community Senior Leadership as well as reducing costs associated with the individual colleges leveraging IT resources across the 10 individual colleges and streamline the processes for the entire IT Community.

How does this proposal benefit students?

The students will benefit by having consistent IT support and engaged IT resources to serve the individual colleges.

How does this proposal help to advance the institution?

The approach of a "shared services" model is one that will place the university in a small population of academic institutions across the nation. Many of the peer institutions focus on either "centralized' or "decentralized" structure that impact the ability of the IT Community to make faster decisions in the ever-changing and complex world of Information Technology. The

[1] Budget benefits as 50% of salary

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model allows the leadership to lead in a much more "unpredictable" working environment in technology.

Is this request time sensitive? Explain why funding is needed at this time.
This is an extremely time sensitive request given that the model has already been approved and the implementation has started. The request is to pay the committed salary adjustments to each of the OneIT Leaders.

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?

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Budget Request Form

Request Date: 11/23/2021

Requestor Name: Hala Madanat, Scott Walter, and Tracy Love

Proposal Title: Academic Analytics Software

Proposal Category:

☐ Divisional Choose an item.   ☑ Cross Divisional

☐ Deferred Maintenance and Capital Projects

Proposal Background/Description:

 The Division of Research and Innovation, College of Graduate Studies, and the University Library are requesting $125,000 to purchase a university license for Academic Analytics. This is a powerful database that will provide multiple divisions on critical campus information that can be used to inform numerous strategic initiatives. The Benchmarking module focuses on comparative analytics (e.g., How do my faculty compare to their peers? What are the disciplinary norms? Are there underrecognized faculty?) and the Research Insight module revolves around faculty development. We believe that this would be a critical tool in support of strategic planning for institutional advancement, faculty development, program or department review, and analyzing graduate placement in academia.

Budget Request:

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

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

☑ **One-Time Request**   **Amount $125,000**

Budget Detail (include itemized salary, benefits [1], and/or operating expense/equipment):
One time for Now – will need to make a base request

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

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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.

This is a powerful database that will provide multiple divisions on critical campus information that can be used to inform numerous strategic initiatives. The Benchmarking module focuses on comparative analytics (e.g., How do my faculty compare to their peers? What are the disciplinary norms? Are there underrecognized faculty?) and the Research Insight module revolves around faculty development.

How does this proposal benefit students?

It allows for faculty benchmarking which will benefit students.

How does this proposal help to advance the institution?

This would be a critical tool in support of strategic planning for institutional advancement, faculty development, program or department review, and analyzing graduate placement in academia.

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

Need to ourchase in Spring 22

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?

No alternatives currently.

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Request Date: 11/23/2021

Requestor Name: Madhavi McCall and IT

Proposal Title: Nuventive Curriculum Software

Proposal Category:

☐ Divisional Choose an item.   ☑ Cross Divisional

☐ Deferred Maintenance and Capital Projects

Proposal Background/Description:

During the last accreditation visit by WSCUC, the university was instructed to improve its assessment plan considerably. Indeed, as WSCUC noted, SDSU needed to sustain and enhance its assessment of educational effectiveness by, among other things, establishing a platform to document outcomes. While SDSU did use WEAVE for a few years, that platform was universally disliked on campus, was highly ineffective, and very difficult to use. SDSU no longer uses WEAVE but we have not established an alternative and as such, assessment activities have not been adequately reported to Academic Affairs and thus Academic Affairs is unable to report our assessment activities in any meaningful way.

Further, given that this was a WSCUC recommendation for improvement, that SDSU has essentially not documented (and in many cases, not performed) this activity since the last WSCUC visit, and that WSCUC is scheduled to visit SDSU in 2026, it is imperative that we establish an assessment management system for the university that so that departments and programs have clear guidelines and expectations to follow. An assessment management system would also allow Academic Affairs to gather assessment data needed for the WSCUC self study and visit and allow Academic Affairs to write a meaningful report on our assessment activities. Beyond WSCUC, however, an assessment management system and the documentation of assessment activities by our programs will allow for the continuous improvement of these programs.

After looking at a variety of different assessment management platforms, the interim AVP for Curriculum, Assessment, and Accreditation recommended Nuventive to the Provost, Council of Chairs, and SLOPAC and received support for this platform for each group. The platform is (relative to other options) inexpensive, very intuitive and easy to use, able to integrate with Canvas outcomes, able to generate assessment reports, and able to individually track assessment progress by program, department, college, and institution.

[1] Budget benefits as 50% of salary

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<u>**Budget Request:**</u>

☐ **Base Request**   **Amount** $Click or tap here to enter text.
Budget Detail (include itemized salary, benefits [1], and/or operating expense/equipment):
Click or tap here to enter text.

☑ **One-Time Request**   **Amount $45,000**
Budget Detail (include itemized salary, benefits [1], and/or operating expense/equipment):
Will need to make it a base request going forward

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.
We will need ongoing funds to support this.

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.
It is imperative that we establish an assessment management system for the university that so that departments and programs have clear guidelines and expectations to follow.

How does this proposal benefit students?
Assessing our programs is essential to maintain high quality offerings.

How does this proposal help to advance the institution?
Teaching is at our core.

Is this request time sensitive? Explain why funding is needed at this time.
Yes – the software needs to be implemented in 21-22.

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?
No alternatives available.

[1] Budget benefits as 50% of salary

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Budget Request Form

Request Date: 11/1/2021

Requestor Name: Bill Tong, Mark Reed, Eric Hansen, Eric Elson, Daryn Ockey, Amanda Alpiner

Proposal Title: Space Inventory Analysis, Utilization, and Process Study

Proposal Category:

☐ Divisional Choose an item.   ☑ Cross Divisional

☐ Deferred Maintenance and Capital Projects

Proposal Background/Description:

The Space and Facilities Advisory Committee (SFAC) was charged by President de la Torre in May of 2021 to "to work with third-party consultants to review current practices, audit current space, and develop policies, procedures, structures and other recommendations concerning the use and renovation of research, instructional, and administrative/office space in both University and Research Foundation-owned facilities, the allocation of existing space (excluding SDSURF space leased for commercial purposes in addition to planning for future allocation needs) so that the SFAC could provide recommendations for enhanced policies, procedures and processes to the Council of Vice Presidents.

Budget Request:

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

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

☑ **One-Time Request**   Amount $400,000

Budget Detail (include itemized salary, benefits [1], 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

Is this a multi-year funding request? If so, please explain.
No

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 study is to work with campus constituencies to conduct a campus space utilization audit by a third-party firm, with SFAC serving as the executive group in coordination with the SDSU Research Foundation. This study will assess current space utilization and allocation practices, integrate lessons learned from the global pandemic, and explore best practices to increase strategic and effective use of space (i.e., use of hoteling spaces, shared labs, multi-year planning for new faculty, etc.) The study will also support the development of transparent, consistent processes and policies for reviewing space utilization going forward. In addition, the study will identify alternate budget resource and space support models via benchmarking of peer and aspirational institutions.

How does this proposal benefit students?

The study will indirectly benefit student with the intended outcome of increased efficiency and effectiveness of campus space utilization.

How does this proposal help to advance the institution?

The utilization and allocation of space significantly impacts our ability to deliver instruction, conduct research and creative activities, hire and retain faculty and staff, and provide functional work spaces for SDSU employees. In recent years, the changing scope and mission of the university to a research-focused agenda, as well as the growth in faculty hires has yielded an emerging need to increase our strategic coordination of space management throughout the campus and auxiliary units. The study informs the institutional pathways to strategically utilized limited space capacity for the highest and best needs and to do so in a way that allows for sustainably funding for tenant improvements and operational support.

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

Yes. We have been tasked to engage the consultants immediately.

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?

As availability of space is becoming more scarce, the ability to strategically manage the space has become a campus imperative.

Request Date: 11/14/2021

Requestor Name: Click or tap here to enter text.

Proposal Title: Staff Professional Development

Proposal Category:

☐ Divisional Choose an item.   ☑ Cross Divisional

☐ Deferred Maintenance and Capital Projects

Proposal Background/Description:

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

Requested funding will be allocated across each division to meet this need.

We are not able to provide centrally coordinate staff professional development training this spring but hope to resume this type of staff training in 2022/23.

Budget Request:

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

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

☑ **One-Time Request**   **Amount $200,000**

Budget Detail (include itemized salary, benefits [1], 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

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

No

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.
Click or tap here to enter text.

How does this proposal benefit students?
Staff provide critical support to our faculty and students.

How does this proposal help to advance the institution?
Staff professional development is important for the professional growth and retention of our employees.

Is this request time sensitive? Explain why funding is needed at this time.
Investment in our staff is critical at this time. As in-person and online conferences and training resume it is important that we dedicate resources to allow our staff to participate and gain valuable skills and experience that will benefit the campus.

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.

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Budget Request Form

Request Date: 11/24/21

Requestor Name: Daryn Ockey

Proposal Title: FY 21-22 Peterson Gym Roof Replacement

Proposal Category: Choose an item.

☑ Divisional   ☐ Cross Divisional

☐ Deferred Maintenance and Capital Projects

Proposal Background/Description: Replace the roof of Peterson Gym. This roof was identified for replacement by the ISES Facilities Conditions Assessment and was classified as "Replace Immediately" per the 2017 Tremco Roof Condition Report. This roof consistently leaks after rain events. Replacing this roof will enable the university to maintain the building envelope of Peterson Gym, which is key to preventing property damage from roof leaks and disruption to the teaching mission of the occupants.

Budget Request:

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

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

☑ **One-Time Request**   Amount $ 1,755,000

Budget Detail (include itemized salary, benefits [1], 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 matching funds are available. The replacement of the roof has the potential to reduce energy expenses due to advances in insulation. Additionally, this will reduce the amount of time Facilities Services spends responding to roof leaks, which takes away from the manpower available to maintain the campus.

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

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Although this is a single request, the committee will see multiple roof replacement funding requests because there are 15 roofs that were listed as "Replace Immediately" by the Tremco 2017 Roofing Condition Report. The total cost of the roofing backlog is $35 million. These roofs have continued to degrade and this funding is critical to keep the campus buildings intact.

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 perform a construction project through the planning, construction, and closeout phases to demolish the existing roofs and replace them with new roofs. Progress will be tracked through percentage of the scope of work completion, and completion will be achieved upon receipt of the manufacturer's 20+ year warranty.

How does this proposal benefit students?
The condition of the university's buildings is foundational to student success. Roof leaks can ruin equipment, ceiling tiles, flooring, and furnishings in a room, which is both expensive to repair and disruptive to the activities of building occupants and their ability to carry out the educational mission of the university.

How does this proposal help to advance the institution?
Roofs across campus are at the end of their useful lives and must be replaced. Building envelopes that are in good condition and are maintained give building occupants the opportunity to carry out their activities that advance the university's mission without the threat of water damage.

Is this request time sensitive? Explain why funding is needed at this time.
As the condition of these roofs continue to degrade, the risk to the university increases. For example, the Peterson Gym roof leaks onto the wood volleyball court. Temporary tarps have been installed to catch and divert the water, but the volleyball court is at risk of needing to be replaced if the issue is not resolved. This is just one example of the costly impacts a roof leak can have on a building.

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?
Roofs across campus are at the end of their useful lives and it is critical that they be replaced. There are limited options regarding temporary solutions to patch roofs, and there is no

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guarantee that efforts to patch problem areas will resolve the issue, as it can be difficult to track the water's path. Replacement of the roof is necessary to safeguard the building's structure and contents.

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Budget Request Form

Request Date: 11/24/21

Requestor Name: Daryn Ockey

Proposal Title: FY 21-22 Physics Roof Replacement

Proposal Category: Choose an item.
☑ Divisional   ☐ Cross Divisional
☐ Deferred Maintenance and Capital Projects

Proposal Background/Description: Replace the roof of the Physics building. This roof was identified for replacement by the ISES Facilities Conditions Assessment and was classified as "Replace Immediately" per the 2017 Tremco Roof Condition Report. This roof consistently leaks after rain events. Replacing this roof will enable the university to maintain the building envelope of Physics, which is key to preventing property damage from roof leaks and disruption to the teaching mission of the occupants.

Budget Request:
☐ **Base Request**   **Amount $** Click or tap here to enter text.
Budget Detail (include itemized salary, benefits [1], and/or operating expense/equipment):
Click or tap here to enter text.

☑ **One-Time Request**   **Amount $** 875,750

Budget Detail (include itemized salary, benefits [1], 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 matching funds are available. The replacement of the roof has the potential to reduce energy expenses due to advances in insulation. Additionally, this will reduce the amount of time Facilities Services spends responding to roof leaks, which takes away from the labor available to maintain the campus.

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

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Although this is a single request, the committee will see multiple roof replacement funding requests because there are 15 roofs that were listed as "Replace Immediately" by the Tremco 2017 Roofing Condition Report. The total cost of the roofing backlog is $35 million. These roofs have continued to degrade and this funding is critical to keep the campus buildings intact.

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 perform a construction project through the planning, construction, and closeout phases to demolish the existing roofs and replace them with new roofs. Progress will be tracked through percentage of the scope of work completion, and completion will be achieved upon receipt of the manufacturer's 20+ year warranty.

How does this proposal benefit students?

The condition of the university's buildings is foundational to student success. Roof leaks can ruin equipment, ceiling tiles, flooring, and furnishings in a room, which is both expensive to repair and disruptive to the activities of building occupants and their ability to carry out the educational mission of the university.

How does this proposal help to advance the institution?

Roofs across campus are at the end of their useful lives and must be replaced. Building envelopes that are in good condition and are maintained give building occupants the opportunity to carry out their activities that advance the university's mission without the threat of water damage.

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

As the condition of these roofs continue to degrade, the risk to the university increases. For example, the Physics roof has leaked multiple times in 3rd floor labs that contain hundreds of thousands of dollars in laser equipment. This equipment is at risk of being irreparably damaged if the issue is not resolved. This is just one example of the costly impacts a roof leak can have on a building.

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?

Roofs across campus are at the end of their useful lives and it is critical that they be replaced. There are limited options regarding temporary solutions to patch roofs, and there is no

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Budget Request Form

guarantee that efforts to patch problem areas will resolve the issue, as it can be difficult to track the water's path. Replacement of the roof is necessary to safeguard the building's structure and contents.

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Budget Request Form

Request Date: 11/24/21

Requestor Name: Daryn Ockey

Proposal Title: Elevator Modernization

Proposal Category: Choose an item.
☐ Divisional   ☐ Cross Divisional
☒ Deferred Maintenance and Capital Projects

Proposal Background/Description: Facilities Services has worked with an outside consultant to identify 35 elevators in 11 buildings that are beyond their useful life and in need of modernization. The total budgetary need is approximately $16.7M. This request will allow the university to start the modernization process with the following two elevator modernization projects:

(1) Modernize the elevator in Physics Astronomy. There is only one elevator in the building, and it is far beyond its useful life. This elevator is a "heartbeat away" from having no elevator service to the building.

(2) Modernize one elevator in Geology Math and Computer Science. This effort will target an elevator that is far past its useful life and is in a location where the elevator indicated is the only elevator in the building, or in that portion of the building.

Budget Request:

☐ **Base Request**   Amount $ Click or tap here to enter text.
Budget Detail (include itemized salary, benefits [1], and/or operating expense/equipment):
Click or tap here to enter text.

☒ **One-Time Request**   Amount $ 750,000

Physics Astronomy = $343,750
Geology Math and Computer Science = $406,250

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

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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.
There are no matching funds available for this request. This request will result in lower repair costs due to the age of the equipment.

Is this a multi-year funding request? If so, please explain.
Although this is a single request, the committee will see multiple elevator funding requests because there are 35 elevators around campus that are in critical need of replacement. The total cost of the backlog is $16.7 million.

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 perform a construction project through the planning, construction, and closeout phases to modernize the existing elevators.

How does this proposal benefit students?
This proposal provides students with ADA access and will reduce the number of elevator outages.

How does this proposal help to advance the institution?
Modernizing the elevators keeps the university in compliance with ADA regulations and reduces the potential for lawsuits, lowers repair costs, improves reliability, and lowers the deferred maintenance backlog.

Is this request time sensitive? Explain why funding is needed at this time.
It is critical to replace these elevators now because they are past their useful life and could fail at any time. An elevator outage could last at least a year, due to the design and construction time required to replace an elevator.

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?

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This is a critical need because the elevators provide access to the students, faculty, and staff who carry out the university's mission. There are a limited number of repair options to make in order to keep these elevators in service.

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Budget Request Form

Request Date: 11/19/2021

Requestor Name: Maribel Madero

Proposal Title: Director, Business and Financial Services

Proposal Category:

☑ Divisional Academic Affairs   ☐ Cross Divisional

☐ Deferred Maintenance and Capital Projects

Proposal Background/Description:

SDSU Imperial Valley is currently out of compliance for hazardous material storage. SDSU Imperial Valley does not have a hazardous/flammable storage that is compliance with State and Federal Regulations. The next Fire Marshal inspection is scheduled for December 17, 2021.

EH&S will be visiting IV in January to assess and confirm hazardous material storage needs as identified in this request. Any unneeded funds will be returned to PBAC.

Budget Request:

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

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

☑ **One-Time Request**   **Amount $180,000**

Budget Detail (include itemized salary, benefits [1], and/or operating expense/equipment):
The requested funds is for equipment and labor for a Hazardous Material Storage Container that is well ventilated and with all the safety requirements as stated by the State and Federal Regulations. $60,000 for material and $120,000 for labor.

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.
No.

[1] Budget benefits as 50% of salary

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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 bring SDSU Imperial Valley up to compliance with State and Federal Regulations. The project will be review on a monthly basis to ensure progress and achievement of the objective.

How does this proposal benefit students?

Safer environment for the students and everyone on campus.

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

The approval of this proposal will avoid possible fines from the State and Federal.

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

Yes. Funding is needed at this time because there is fire marshal inspection scheduled for December 17, 2021.

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 critical need as we are currently out of compliance.
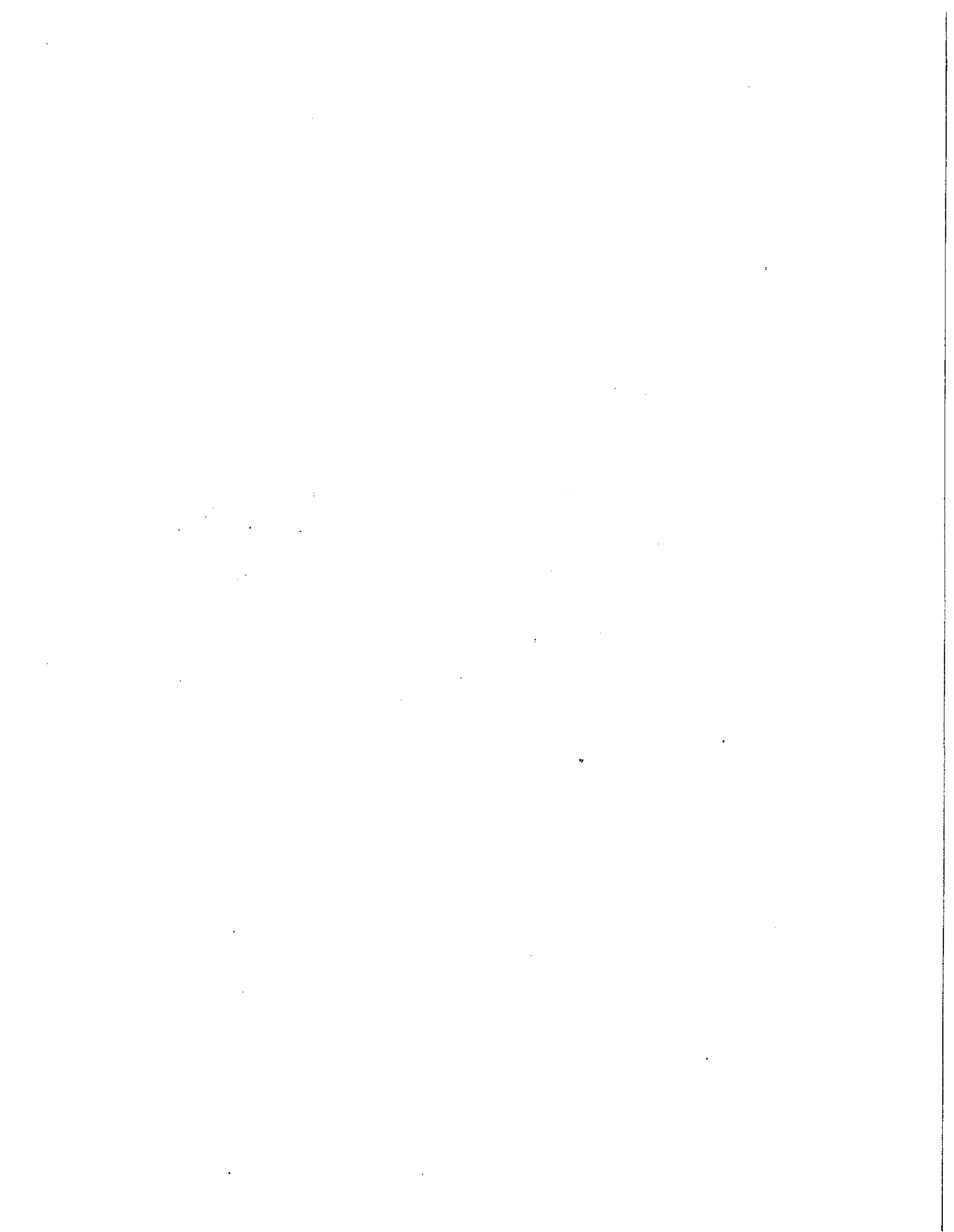
President's Budget Advisory Committee
Meeting Minutes
December 10, 2021

Voting Members Present:	Area Budget Reps Present:	Staff Present:	Guests Present:
Agnes Wong Nickerson	Tracy Love	Nance Lakdawala	
Hector Ochoa	Leslie Levinson	Amanda Fuller	
Wil Weston	Crystal Little		
Sherry Ryan	Mary Anne Kremicki		
Bann Attiq	Tony Chung		
Ashley Tejada	David Fuhriman		
Khaled Morsi	Stefan Hyman		
Mark Reed	Rashmi Praba		
Mark Wheeler			
Donatella Zona			

Voting Members Absent: **Area Budget Reps Absent:**

Adrienne Vargas
Jerry Sheehan
Cassie Aaron
Hala Madanat
Hector Ochoa
Luke Wood
Brittany Santos-Derieg
Nola Butler-Byrd

I. Call to order
- **Call for amendments to agenda** — Agnes Wong Nickerson called the meeting to order at 11:02 a.m. Agnes asked if there were any amendments to the agenda but there were none.

II. Information Items
- **2022/23 Budget Update** — Agnes Wong Nickerson said there is no major update to the budget. The Board of Trustees made a preliminary proposal in October which hasn't changed much and they approved in November. There is a line item with no dollar amount pending CSU conducting a salary survey/equity review for faculty and CSUEU. The survey should be completed by March. Then it would be submitted to the state for approval. The tax revenue is very robust so agencies are considering different one-time projects.

III. 2021/22 1x Budget Request (Attachment 1) - $10M has been set aside for one-time expenditures. Divisions will present the funding requests today.

- **President Budget Request (Attachment 2)** - Crystal Little presented the requests on behalf of the President's Office.
- **AA Budget Request (Attachment 3)** - Mary Anne Kremicki, Stefan Hyman, and Tracy Love presented the proposals.
- **DRI Budget Request (Attachment 4)** - Mark Reed presented the requests. Khalid Morsi commented if we had budget to repair equipment, it would save money. We could hire high level technicians that could repair analytical equipment. The division will discuss these suggestions further.
- **BFA Budget Request (Attachment 5)** - Crystal Little presented these requests.
- **ITD Budget Request (Attachment 6)** - Tony Chung presented these requests. Amanda Fuller asked about the criteria for determining when employees are compensated for assuming a busier workload. Agnes and Tony said in the ITD case, employees took on additional roles that were outside their classifications. Amanda asked if this is a one-time request. Tony responded they will evaluate this model and budget for it in the future. Amanda said many employees in different roles took on additional responsibility during the pandemic and it is not clear if they will be compensated. She suggested the criteria be more consistent across campus.
- **Cross Divisional Budget Request (Attachment 7)** - Crystal Little presented these requests.
- **DM/Capital Project Budget Request (Attachment 8)** - Crystal Little presented these funding requests. Regarding the elevators, PS1 elevator has problems (which would be covered by the parking fund). EIS elevator is very slow. Crystal will ensure these items are on the deferred maintenance list.

Crystal said requests discussed today total $10.2M. The excess can be covered by the reserves in our budget. Sherry earlier sent an email that UR&P approves these requests. Mark Wheeler moved to recommend approving these funding requests, Khaled Morsi seconded, and the motion passed unanimously. The recommendation will be presented to the president.

IV. Watch List
- **COVID-19** – No update.
- **Deferred Maintenance** – No update.

V. New Business –

VI. Reminder
- **Budget Forum – January 27, 2022 at 2:00pm**
- **Next Meeting Date** – Meeting adjourned at 11:40 a.m. Our next meeting is February 10, 2022 at 2:00pm via Zoom.