



Channel Islands

# Division of Academic Affairs

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STRATEGIC RESOURCE PLANNING COMMITTEE

TOWN HALL PRESENTATION

MARCH 18, 2016

# Division of Academic Affairs Budget Process

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Series of strategy meetings involving:

- Strategic Resource Planning Committee
- Provost meetings with Associate and Assistant Provost, Budget Officer , Deans, AVP's
- Provost Council
- Fiscal Policies Committee, Academic Senate
- Combined Provost Council/Fiscal Policies Committee
- Combined Strategic Resource Planning Committee/Fiscal Policies Committee

# CI/DAA Budget Process Timeline

September	October	November	December	January	February	March	April	May	June
		DAA Budget Forum	DAA Unit Requests due to Provost Office	Provost Council initial Review of Unit Requests	DAA Budget Request submitted to BFA	FY16 DAA Unit All Funds Balance Projections due to Provost - <i>Preliminary</i>	FY16 DAA Unit All Funds Balance Projections due to Provost - <i>Final</i>		
		FPC/Provost Council Joint Meeting	FPC/Provost Council Joint Meeting	FPC/Provost Council Joint Meeting	FPC/Provost Joint Meeting				
Strategic Resource Planning Committee (SRPC)	FY16/17 Budget Instructions Memo issued SRPC BFA Presentation	SRPC T&C, Advancement, President's Office Presentation	SRPC DAA, Student Affairs Budget Presentation	SRPC	SRPC Straw Budget Presentation	SRPC Budget Town Hall Division FY17 Budget Presentations	SRPC, Cabinet Review & Recommendations to President	Governor's May Revise	President Approval FY17 Budget

# Academic Senate Fiscal Policies Committee By-laws: Composition

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<http://senate.csuci.edu/policies/2012-2013/bylaws-051713.pdf>

## BY-LAWS OF THE ACADEMIC SENATE OF CALIFORNIA STATE UNIVERSITY CHANNEL ISLANDS

- The Fiscal Policies Committee is a Standing Committee of the Academic Senate.
- Section 5.12 Composition of the Committee: Members shall be elected for two-year staggered terms (except where noted) to ensure that each committee has rotating membership.
- The Fiscal Policies Committee shall consist of seven voting members elected from the following constituencies: 1 from Math & Sciences, 1 from Arts & Humanities, 1 from Business and Economics, 1 from Behavioral and Social Sciences, 1 from Education, 1 from the Library/Counselors and 1 at-large.

# Academic Senate Fiscal Policies Committee

## By-laws: Charges and Responsibilities

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- Providing recommendations through the Senate regarding areas that may warrant emphasis in the budget planning and allocation process;
- Reviewing the University's annual budget and providing information on budgetary issues to the Executive Committee of the Academic Senate;
- Reviewing the proposed annual Academic Affairs budget with the Vice President for Academic Affairs;
- Providing prospective policy recommendations to the Senate and subsequently to the President;
- Reviewing, as appropriate, the fiscal implications of pertinent planning documents, including tactical plans;
- Reviewing and making recommendations regarding local fees that have university-wide impact;
- Providing advice through the Senate on fiscal policy implications of campus physical planning and development and, as appropriate, the maintenance of physical facilities; and
- Reviewing and making other policy recommendations concerning the optimum utilization of resources in the achievement of university academic objectives.
- When functions of the Fiscal Policies Committee also fall within the areas of concern of other committees, the Committee will work in conjunction with those committees.

# DAA FY17 Original and Final Budget Request

Faculty salaries are not included in the Budget Request. They are budgeted using a model based on Student FTE's.

Division of Academic Affairs <a href="http://www.csuci.edu/financial-services/budget/documents/fy17-budget-request-daa.pdf">http://www.csuci.edu/financial-services/budget/documents/fy17-budget-request-daa.pdf</a>										
	REQUESTS FROM UNITS						FINAL REQUESTS ROM UNITS			
	Permanent		Temporary		Total		Permanent		Temporary	
Unit	Amount	FTE	Amount	FTE	Amount		Amount	FTE	Amount	FTE
Provost	213,500	-	19,400	-	232,900		323,665	0.65	27,835	-
Associate Provost - various	206,760	2.00	22,000	-	228,760		-	-	70,000	1.00
Assistant Provost - various	150,925	0.76	155,460	1.00	306,385		27,415	0.76	153,825	-
Arts & Sciences	1,049,778	15.76	221,026	-	1,270,804		353,338	8.26	215,000	-
School of Education	301,500	5.00	13,400	-	314,900		80,000	2.00	92,774	-
Library	527,646	9.50	96,000	-	623,646		165,850	2.50	83,500	-
Accreditation & Continuous Improvement	18,000	-	20,500	-	38,500		70,000	-	20,500	-
Enrollment Management	651,420	11.00	243,000	-	894,420		192,620	1.00	130,000	-
Research & Sponsored Programs	270,060	1.20	66,505	-	336,565		-	1.00	183,260	0.20
Teaching & Learning Innovations	59,600	1.50	-	-	59,600		35,000	1.50	-	-
MVS School of Business & Economics	-	-	-	-	-		-	-	-	-
Extended University	-	-	-	-	-		-	-	-	-
<b>TOTAL Requests</b>	<b>\$ 3,449,189</b>	<b>46.72</b>	<b>\$ 857,291</b>	<b>1.00</b>	<b>\$ 4,306,480</b>		<b>\$ 1,247,888</b>	<b>17.67</b>	<b>\$ 976,694</b>	<b>1.20</b>

# DAA FY17 Top 10 Permanent Budget Requests

<u>Unit</u>	<u>Description</u>	<u>FTE</u>	<u>Amount</u>
Research Sponsored Programs	Permanent funding of Grants Analyst position from current permanent base budget	1.00	-
Teaching & Learning Innovations	Permanent funding of Administrative from current permanent base budget	0.50	-
Faculty Affairs	Faculty promotions/Lecturer range elevations		71,000
Academic Affairs - various	Grant support - existing commitments	0.65	40,165
Enrollment Management	University Registrar	1.00	105,000
Enrollment Management	Move to base budget the cost of several systems' annual software licenses		87,620
Arts & Sciences	Support staff and lab techs positions	8.26	353,338
Library	Librarian position	1.00	80,850
Library	Move to base Library Services Specialist I and fund staff shift differential	1.00	43,000
Library	Price increase for annual subscriptions for research and library data bases		70,000
Various	Other Permanent requests	4.26	396,915
	<b>Total Permanent requests</b>	<b>17.67</b>	<b>\$ 1,247,888</b>

# DAA FY17 Top 10 Temporary Budget Requests

<u>Unit</u>	<u>Description</u>	<u>FTE</u>	<u>Amount</u>
School of Education	FERP Faculty salary funding per year		72,774
Academic Affairs - various	Grant support - existing commitments		27,835
Enrollment Management	Increase Student Assistant positions		60,000
Santa Rosa Island Research Station	Establish permanent base budget for O&M		50,000
School of Education	Travel budget for student teaching supervisors		10,000
School of Education	Stipends for cooperating masters teachers hosting of student teachers		10,000
Accreditation & Continuous Improvement	Honorarium payments for program reviews		7,500
Accreditation & Continuous Improvement	In-state travel for program reviews		10,000
Accreditation & Continuous Improvement	Masters Level Substantive Change application		3,000
Arts & Sciences	Annual Maintenance contract on NMR equipment		40,000
Various	Other Temporary requests	1.20	685,585
	<b>Total Temporary requests</b>	<b>1.20</b>	<b>\$ 976,694</b>



# DAA FY17 Supplemental Questions: Budget Challenges/Needs

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- Ensure Availability of Courses to current and new students
- Maintain Essential Services and Opportunities for students
- Fulfill Campus Commitments to Institutionalize and Match initiatives funded by external grants
- Strengthen Staff Infrastructure in support of Academic Programs and Student Success
- Expand Library Faculty Capacity in relation to FTES growth like Instructional Faculty
- Support Faculty and Undergraduate Student Research
- Address Unfunded Mandates – Library Subscriptions; Teacher Credentialing Compliance
- Provide Start-up and Operating Resources for New Degree Programs
- Enhance Overall Division Operating Budget to Ensure Adequacy of Resources for faculty and staff
- Identify or Develop Adequate Spaces - Instructional; Research; Offices; Commuter Students

# DAA FY16 Budget Request

FY16 Budget: DAA submitted a total of \$950,000 Permanent and Temporary Budget requests and received \$100,000 O&M permanent funds and no temporary funding.

*This does not include FY16 Funds for Faculty salaries – both tenure-track and non-tenure-track faculty.*

## Division of Academic Affairs

### FY 15/16 Permanent and Temporary Budget Request

FY16 Original Request					FY16 Adj Request - Funded w/ DAA Carry forward				
	FTE	Staffing	O&M	Total		FTE	Staffing	O&M	Total
Permanent	5.25	396,911	129,295	526,206		5.00	304,276	123,295	427,571
Temporary	-	-	423,490	423,490		-	-	443,533	443,533
Total	5.25	\$ 396,911	\$ 552,785	\$ 949,696		5.00	\$ 304,276	\$ 566,828	\$ 871,104

# DAA FY16 Budget Request

Division of Academic Affairs							
FY 15/16 Permanent and Temporary Budget Request Funding Status							
	FINAL DIVISION REQUEST				ADJUSTED DIVISION REQUEST		
Unit	Staffing request	O&M request	Total Request		Staffing request	O&M request	Total Funding
Enrollment Management	-	87,635	87,635		-	87,635	87,635
Santa Rosa Island Research Station	-	50,000	50,000		-	50,000	50,000
Arts & Sciences	98,037	140,500	238,537		94,559	161,000	255,559
School of Education	-	12,150	12,150		-	11,650	11,650
Accreditation & Continuous Improvement	-	54,000	54,000		-	54,000	54,000
Research & Sponsored Programs	59,514	50,000	109,514		29,757	50,000	79,757
Teaching & Learning Innovations	48,000	-	48,000		24,000	-	24,000
Library and Writing/Multi-literacy Center	92,000	3,700	95,700		55,000	3,700	58,700
University Studies	99,360	6,000	105,360		100,960	-	100,960
Graduate Studies Center	-	10,000	10,000		-	10,000	10,000
Academic Affairs	-	138,800	138,800		-	138,843	138,843
<b>Total</b>	<b>396,911</b>	<b>552,785</b>	<b>949,696</b>		<b>304,276</b>	<b>566,828</b>	<b>871,104</b>
		Permanent	526,206			Permanent	100,000
		Temporary	423,490			Temporary	771,104
		<b>Total</b>	<b>949,696</b>			<b>Total</b>	<b>871,104</b>

# DAA Funding of FY16 Budget Requests

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	<u>Permanent</u>	<u>Temporary</u>
<b><i>SOURCES OF FUNDS:</i></b>		
FY16 DAA Permanent O&M New funds	\$ 100,000	
FY15 DAA Carry Forward Fund Balance		\$ 830,000
<b><i>USES OF FUNDS:</i></b>		
FY16 Permanent Budget Requests	\$ 100,000	
FY16 Permanent/Temporary Budget Requests		\$ 771,000

