

University Budget Committee

February 23, 2023

Welcome!

UBC guests: Please ensure your full name shows

- ♦ Please use the "raise hand" function for questions
- ♦ We'll do our best to address questions posted in the Chat
 - ♦ Public forum is at approximately 11:40 AM
- ✤ Today's presentations will be posted to the UBC webpage soon

RSVP to ubc@sfsu.edu to attend UBC "Office Hours" tomorrow, Friday via Zoom: (for Staff, Faculty and MPPs – 11:00AM - 12:00PM)

<u>Next UBC meeting</u> Thursday, March 16, 2023, 10:00 AM – 12:00 PM via Zoom

Welcome from UBC Co-Chair

Jeff Wilson Vice President & CFO Administration & Finance

Share Your Thoughts

UBC Meetings	UBC Office Hours	By Email	Personally	UBC Webpage
Attend And participate in the public forum	Virtual UBC member & peer-hosted on Fridays after UBC	UBC@sfsu.edu Shared with UBC Steering Committee	Reach out to a member and they can share Their knowledge or bring your input back to UBC	https://adminfin.sfsu.edu/ubc Click on the Feedback and Questions button

UBC Office Hours

Members of the University Budget Committee (UBC) invite you to attend UBC office hours to provide your feedback on meeting presentations, to suggest topics for future meetings, to discuss university budget-related questions, etc. This is an opportunity to dialogue directly with your UBC member-peers, as sessions are offered specifically for staff and faculty/MPPs.

UBC OFFICE HOURS

Friday, February 24, 2023

Faculty & MPP: 11:00 AM - 12:00 PM

Staff: 11:00 AM – 12:00 PM

RSVP to: ubc@sfsu.edu

All meetings take place via Zoom



Welcome/Office Hours/Agenda Review

Member rollcall (and new member welcome)

Minutes Approval (UBC Dec. 2022 meeting)

President's Message

Budget Update

College of Ethnic Studies Budget Presentation

Wilson **UBC** coordinator Wilson Mahoney Wilson Esquibel



BREAK (5 min)

Lam Family College of Business Budget Presentation Sivadas Designated Balances, Reserves and Carryforward Policy: 1st Reading Wilson Public Forum ALL

Member Rollcall

Also: new member welcome

Student member: Marìælená "Mea" Montañez, Associated Students, VP of Finance

Faculty member: **Mari Hulick**, Associate Professor/Chair School of Design, College of Liberal and Creative Arts (serving Spring 2023 replacing member on sabbatical)

Approval of Minutes from UBC meeting December 15, 2022

All past meeting minutes can be found on the UBC Webpage

President's Message

Budget Update

Jeff Wilson, CFO and VP of Administration & Finance



- Lower enrollment means less tuition and fee revenue to support the general operating fund
- •CSU will begin reallocating state support for general operating fund in **2024-25**
- •Over next **3-5** years, SF State must resize its operations by reducing costs by **\$36** million

Key Assumptions for Multi-Year Plan

1. Enrollment

- Enrollments are the basis for forecasting tuition and fee revenue.
- Tuition and fee revenue used in this outlook are based on enrollment projections presented in November 2022.
- Enrollments are generally forecasted to remain stable with minimal growth.
- No tuition increase is included in the outlook.

Key Assumptions for Multi-Year Plan

2. State Allocation

(portion of CSU's state allocation allocated to SF State)

- SF State's 2022-2023 state allocation is the base used for this 5-year outlook.
- The base will not grow and will be adjusted downward as FTES targets are resized.
- Global and national economic conditions, like a recession, are not accounted for in this outlook.

Key Assumptions for Multi-Year Plan

2. State Allocation (continued)

(portion of CSU's state allocation allocated to SF State)

SF State's 2022-2023 state allocation is the base used for this 5-year outlook.

•The 2022-2023 state allocation is **\$220.1** million.

Key Assumptions

2. State Allocation (continued)

(portion of CSU's state allocation allocated to SF State)

The base will not grow and will be adjusted downward as FTES targets are resized.

- Resizing (in SF State's case, lowering) FTES targets will result in SF state receiving a smaller state allocation.
- The general expectation is that the state allocation will decrease by <u>15%</u> over 3 years (5% per year beginning 2024-25).
- This outlook smooths the reduction over **5** years.

Budget Outlook: 2023-2024 – 2027-2028

2. State Allocation (continued)

(portion of CSU's state allocation allocated to SF State)

Global, national, and state economic conditions, for now, are not accounted for in this outlook.

- A deep, long-lasting recession may result in lower state support for the CSU system.
- Demands on state resources and continued pandemic recovery costs (without federal support like HEERF) may affect the state's allocation to the CSU.

Key Assumptions

3. Cost Assumptions

- This 5-year outlook does not include increased compensation costs.
- We assume, with some risk, the state/CSU will cover compensation increases.
- This 5-year outlook does include <u>3%</u> annual inflation with cost increases for mandatory operating expenses.

Budget Impacts

Budget Impacts (over 5 years) General Operating Fund:

Tuition & Fee Adjustment	\$9.0
State Allocation Adjustment	27.1
Total	\$36.1

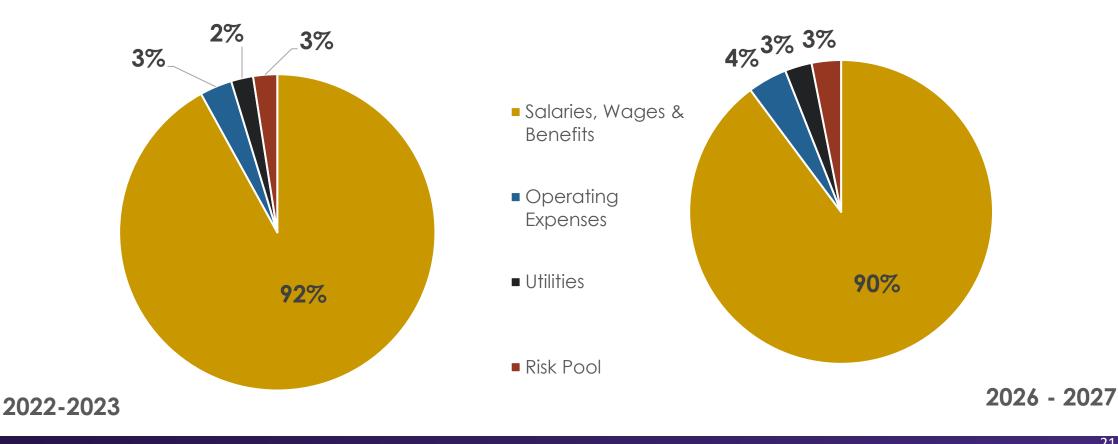
General Operating Fund Impact

SF State General Operating Fund 5-Year Outlook Total Expenditures (in millions)



General Operating Fund Impact

SF State General Operating Fund 5-Year Outlook Total Expenditures by Category (in millions)



2023-24 – 2027-28 Salaries/Wages

DIV	22-23	23-24	24-25	25-26	26-27	27-28	Cum Chg.
AAF	\$163.4	\$158.5	\$154.9	\$151.4	\$148.0	\$144.7	-\$18.7
A&F	28.8	28.0	27.3	26.7	26.1	25.5	-3.3
OP	1.4	1.3	1.3	1.3	1.2	1.2	-0.2
SAEM	18.8	18.2	17.8	17.4	17.0	16.6	-2.2
UA	5.8	5.6	5.5	5.4	5.3	5.2	-0.6
UE	2.1	2.0	2.0	1.9	1.9	1.8	-0.3

Budget Timelines and Updates

- •2023-24 Budget Planning begins in March
- •Collective bargaining units' negotiations will continue through spring/summer
- Preliminary 2023-24 Budget will be shared in April
- Multi-year plan will be monitored and updated

Budget Presentation: College of Ethnic Studies

Catrióna Rueda Esquibel, Interim Dean Jack Mao, Fiscal Officer/Business Manager

FY2022-2023 UBC Budget Overview

College of Ethnic Studies

Catrióna Rueda Esquibel, Interim Dean Jack Mao, Chief Financial Officer for the College

2/23/2023

Original Four programs, founded 1969

- Black Studies (now Africana Studies)
- American Indian Studies
- Asian American Studies
- Raza Studies (now Latina/Latino Studies)

Program Development since 1968

- Ethnic Studies MA (1987)
- Asian American Studies MA (2000)
- American Indian Studies BA (2008)
- Race & Resistance Studies Minor (2010)
- Arab and Muslim Ethnicities and Diasporas Minor (2015)
- Race & Resistance Studies BA (2019)
- Critical Mixed Race Studies Minor (2019)
- Critical Pacific Islands and Oceania Studies Minor (2019)
- Queer Ethnic Studies Minor (2019)
- Metro Academic Success joins the College (January 2021)
- Race, Ethnicity, and Health BA (2021)

College of Ethnic Studies Degrees

• BA

- Africana Studies
- American Indian Studies
- Asian American Studies
- Latina/Latino Studies
- Race and Resistance Studies
- Race, Ethnicity, and Health
- Minor (first 5 above plus)
 - Arab and Muslim Ethnicities and Diasporas
 - Critical Mixed Race Studies
 - Critical Pacific Islands and Oceania Studies
 - Queer Ethnic Studies

- Undergrad Certificate Ethnic Studies Empowerment Certificate (for incarcerated youth)
- Online BA Degree Completion
 - Ethnic Studies
- Post-Grad Certificate
 - Ethnic Studies
- MA
 - Ethnic Studies
 - Asian American Studies

College of Ethnic Studies Departments

- Africana Studies
- American Indian Studies
- Asian American Studies
- Latina/Latino Studies
- Race & Resistance Studies
- Metro Academy

A General Education College

Ethnic Studies is a GE college, serving entire SFSU student body.

We serve up to 9,000 students per semester.

With the inclusion of an Ethnic Studies requirement for all students (Area F), the proportion of students served will increase.

In comparison, our majors and minors are quite modest:

A General Education College

Undergraduate Majors	2019	2023
Africana Studies	65	59
American Indian Studies	15	8
Asian American Studies	55	46
Latina/Latino Studies	93	68
Race and Resistance Studies	7	82
Race, Ethnicity, and Health	0	16
TOTAL	235	279

Undergraduate Minors	2019	2023
Africana Studies	45	63
American Indian Studies	8	9
Asian American Studies	56	71
Latina/Latino Studies	46	68
Race and Resistance Studies	138	82
Arab and Muslim Ethnicities and Diasporas	3	5
Critical Mixed Race Studies		2
Critical Pacific Islands and Oceania Studies	1	18
Queer Ethnic Studies	6	35
TOTAL	303	353

College of Ethnic Studies

(Budget Summary) Operating fund

FY2020-2021, 2021-2022 Review and FY2022 – 2023 Initial in thousands of dollars

	FY2020-21 Budget	FY2020-21 Actuals	FY2021-22 Budget	FY2021-22 Actuals	FY2022-23 Budget	FY22 Budget to FY21 Budget % Changes	FY22 Budget to FY21 Actuals % Change
Revenues	(\$275)	(\$119)	(\$13)	(\$150)	(\$0)	-100.00%	-100.00%
Salaries and Wages	8,607	8,442	9,476	8,499	9,000	-5.00%	5.90%
Operating Expenses	56	54	5	16	0	-100.00	-100.00%
Total	\$8,388	\$8,377	\$9 <i>,</i> 468	\$8,365	\$9,000	-4.90%	7.60%

College of Ethnic Studies

(Personnel Summary)

FY2020-2021, 2021-2022 Review and FY2022 – 2023 Initial FTE count

FTE	FY 2020-21	FY 2021-22	FY 2022-23	
Faculty T/TT	37.16	33.95	37.80	
Lecturer Faculty *	40.52	42.36	47.85**	
Department Chair	1.90	1.83	1.80	
MPP	3.00	2.61	3.00	
Staff – Departmental	11.23	12.37	11.00	
Staff - Dean's	3.45	3.94	4.00	
Total	97.26	97.06	105.45	

* FTE is reflective at vacant replacement rate at \$64,860/year and not actual salary.

**Projected lecturer expense from Winter Review 2023

College of Ethnic Studies

(Enrollment Summary)

FY2020-2021, 2021-2022 and FY2022 – 2023 Initial

FTES	Fall 2020 ¹	Spring 2021 ¹	Fall 2021 ¹	Spring 2022 ¹	Fall 2022 ¹	Spring 2023 ³
Undergraduate	1,717.7	1,700.8	1,865.3	1,738.3	1,857.5	1,618
Graduate	23.1	26.6	28.2	26.0	22.0	16
CoES Totals	1,740.8	1,727.4	1,893.5	1,764.3	1,879.5	1,634
Enrolled Seats	Fall 2020 ²	Spring 2021 ²	Fall 2021 ²	Spring 2022 ²	Fall 2022 ²	Spring 2023 ³
Undergraduate	8,393	8,717	9,581	9,087	9,634	8,063
Graduate	94	108	114	105	89	65
CoES Totals	8,487	8,825	9,695	9,192	9,723	8,128

1. Data obtained from Institutional Research > Course Data > Curriculum and Instruction > Course Enrollment (FTES) by College

2. Data obtained from Institutional Research > Course Data > Curriculum and Instruction > DIY Course Enrollment Report

3. Data obtained from Institutional Research > Course Data > Curriculum and Instruction > Daily Course Enrollment (Unofficial): > Spring 2023 as of 2/8/2023

Budgeted Activities Funded With Carryforward Funds Carryforward Summary - Consolidated

in thousands of dollars 20-21* 21-22** 22-23** \$1,154 \$384 \$43 **Salaries and Wages** \$7 \$5 Travel **Contractual Services** \$7,830 \$47 Equipment \$11,586 \$1,548 \$1,885 **Operating Expenses Indirect** Cost \$171 \$23 \$632 **Benefits** \$11,706 \$1,932 \$11,677 Total

*Included \$1.3M Innovation funds from Metro

**Included \$10M Stop AAPI Hate, Metro's \$1.1M Innovation Funds and HEERF RSCA Funds

Budgeted Activities Funded With Carryforward Funds Carryforward Summary

in thousands of dollars 20-21* 21-22* 22-23* **Salaries and Wages** \$384 \$0.80 \$47 Equipment \$247 \$300 \$390 **Operating Expenses** \$348 \$631 \$390 Total

*Not included HEERF funds, Innovation funds for Metro Academy and \$10M for Stop AAPI Hate

Other Funds

(Fund Summary)

FY2020-2021, 2021-2022 Review and FY2022 – 2023 Initial in thousands of dollars

	20-21			21-22			22-23 *		
	Budget	Actual	Balance	Budget	Actual	Balance	Budget	Actual	Balance
TAxxx - IRAs	\$41	\$1	\$40	\$41	\$0.7	\$40.3	\$43	\$2	\$41
TL305 - Lottery	\$51	\$0.4	\$50.6	\$70	\$27	\$43	\$105	\$11	\$94
NR101 - RRTs	\$2	\$30	-\$28	\$97	\$0	\$97	\$60	\$60**	\$0
NG001 - Work Study	\$102	\$84	\$18	\$50	\$44	\$6	\$41	\$25	\$16

* On-going - \$ as of 12/31/2022

**Adjustments to be made by year-end

Other Funds - cont.

(Fund Summary)

FY2020-2021, 2021-2022 Review and FY2022 – 2023 Initial in thousands of dollars

	20-21				21-22		22-23 *		
	Budget	Actual	Balance	Budget	Actual	Balance	Budget	Actual	Balance
NR201 - IDC	\$35	\$4	\$31	\$47	\$9	\$38	\$51	\$0.5	\$50.5
TCxxx - CPaGE **	\$152	\$44	\$108	\$181	\$33	\$148	\$233	\$48	\$185

* On-going

** Revenue sharing, formerly CEL

Budget Implementation Strategies

• Curriculum Delivery

- We highlight pathways for our students to complete their degrees (Social media campaigns of core courses).
- We study curricular revision with an eye to degree completion. Africana Studies, Latina/Latino Studies and Race and Resistance Studies have revised their major and minor programs to make them smaller and leaner, and to help students get through more quickly. Right now our majors range in units from 36 units (RRS) to 39 (AFRS, AIS, REH) to 42 units (AA S, LTNS)
- We want to nurture new programs (Queer Ethnic Studies, Critical Pacific Islands and Oceania Studies, Afro-Latiné Studies) which may mean keeping some lowenrolled courses for one or two semesters leading to increased degree completion for SFSU students in the long term.

Budget Implementation Strategies

• Student Success

- We take special care with our Transfer students (some of whom have gone to 5 or more colleges on their path) to ensure they get full credit for all the Ethnic Studies classes they have taken, whatever the course Prefix.
- Study of IR data has shown that students who successfully complete 1 or more Ethnic Studies class are more likely to complete their degree at SFSU (Sueyoshi and Sujitparapitaya, 2019). This effect does not carry over to students who do not pass (it's not magic!) so attention to our DFW rates is particularly important. Department chairs are looking closely at courses with high failure rates and ensuring that faculty are using best practices and are aware of who is failing.

Member Forum

Public Forum

5 Minute Break

Budget Presentation:

Lam Family College of Business

Eugene Sivadas, Dean Larry Low, Director of Finance and Operations

FY2022-2023 UBC Budget Overview

Lam Family College of Business

February 23, 2023

Lam Family College of Business Mission

• Embracing the diversity, global outlook, and entrepreneurial spirit of the San Francisco Bay Area, we provide access to quality education. We empower students to succeed and contribute to society through innovative teaching and learning, impactful scholarship, and engagement with businesses and the community at large.

(adopted May 2022)

- Departments
 - Accounting
 - Decision Sciences
 - Economics
 - Finance
 - Hospitality and Tourism Management
 - Information Systems
 - International Business
 - Labor and Employment Studies
 - Management
 - Marketing

- Undergraduate Programs
 - BS in Business Admin. with 8 Concentrations
 - BA in Economics
 - BS in HTM
 - BA in Labor & Employment Studies
- Graduate Degree Programs
 - Master of Business Administration(MBA)
 - MBA for Biotech Professionals
 - MBA for Executives
 - Master of Science in Accountancy (MSA)
 - Master of Science in Business Analytics (MSBA)
 - Master of Science in Quantitative Economics

Lam Family College of Business Strategic Priorities

- Curricular Innovation
- Diversity, Equity, and Inclusion
- Student Engagement (Student Success)
- Research Activity, Productivity, Orientation and Approaches
- Community Engagement
- Build the LFCoB Brand
- Friend-Raising and Fund Raising

- Lam-Larsen Initiatives and Centers
 - LLR Community Engagement
 - LLR Diversity, Equity and Inclusion (DEI)
 - LLR FinTech
 - LLR Global and Executive Education
 - LLR Innovation and Entrepreneurship (I&E)
 - LLR Responsible I&E Research (RIE)
 - LLR Student Engagement
 - LLR Technology in Business Education
 - LLR Career Services & Professional Development Center
 - LLR Center for Ethical & Sustainable Business
 - LLR Awards
 - Center for Ethical and Sustainable Business

Highlights

- College has a dedicated Career Services Center
- Two Mentoring Programs
- Suitable App to Gamify Student Engagement
- VITA program
- 4 Fellows Programs
- Support Student Travel to Conferences

Events

- Fintech Academic Conference February 24th in Santa Clara (In partnership with UC Santa Cruz and Federal Reserve Bank of SF)
- https://www.frbsfevents.org/event/0166f156-9f85-41bb-ba9c-9861f2ff1172/summary
- Fintech Student and Industry-Oriented Conference May 11 at Downtown Campus
- Responsible Innovation & Entrepreneurship Conference April 21-22 at Downtown Campus
- <u>https://cob.sfsu.edu/initiatives-centers/responsible-innovation-entrepreneurship-research/rie-conference</u>
- JSHS Symposium, March 10
- I&E Entrepreneurship Symposium, April 28
- Business Ethics Week from CESB from April 17-21.

Lam Family College of Business Budget Context

- We are a very lean operation
- Affected by Declining Enrollments
- Downtown Center Rent (pass-through)
- Vista Room
- OE expense
- Accreditation (AACSB) Expenses
- Lam Larsen Rippleworks Funds
- Chancellor's EO 1092 (Graduate Business Professional Fee)
- Very limited Grant Funded Research and hence very limited IDC Funds
- Popular for Open University Classes

- Budgetary Allocations (Decision-Making)
 - IDC Turned Over to the Departments (100% to Departments)
 - Open University Funds (75% to departments)
 - Chairs have spending authority over their funds (but Dean does sign-off)
 - Professional Development Funds (Amounts determined by Dean. Policies in consultation with PDRC and Chairs Council)
 - Annual Funds for Tenure Line Faculty based on research activity
 - Publication Awards
 - Grants
 - Staff PDF
 - Fiscal Processing is Centralized
 - Share Budgetary Information with our faculty in Fall Kick-off and annual report
 - Revenue Generating Strategies
 - Degree Completion, Certificates, Executive Education

(Budget Summary)

FY2020-2021, 2021-2022 Review and FY2022 – 2023 Initial in thousands of dollars

	FY2020-21 Budget	FY2020-21 Actuals	FY2021-22 Budget	FY2021-22 Actuals	FY2022-23 Budget	FY2022-23 Projected	3 Year Cumulative Balance
Revenues (MBA Fee)	\$675	\$787	\$675	\$753	\$675	\$683	\$198
Salaries and Wages	\$18,145	\$17,678	\$19,149	\$19,833	\$19,761	\$20,117	
Operating Expenses	0	\$134	\$756	\$251	\$825	\$535	\$661
Total	\$18,820	\$18,599	\$20 <i>,</i> 580	\$20,837	\$21,261	\$21,335	

(Personnel Summary)

FY2020-2021, 2021-2022 Review and FY2022 – 2023 Initial FTE count

FTE	FY 2020-21	FY 2021-22	FY 2022-23
Faculty T/TT	113.70	105.70	103.50
Lecturer Faculty *	33.88	35.97	32.18
Department Chair	4.60	4.60	4.60
MPP	5.00	5.00	5.00
Staff - Departmental	11.00	11.00	11.00
Staff - Dean's **	12.00	12.00	7.00 **
Total	179.18	173.27	163.28

* FTE is reflective at vacant replacement rate and not actual salary.

** Three advisors in Dean's Staff moved to DUEAP and One Graphic Designer moved to Strategic Marketing & Communications

(Enrollment Summary)

FY 2019–2020, 2020-2021, 2021-2022 and FY2022–2023 Initial

FTES	Fall 2019	Spring 2020	Fall 2020 ¹	Spring 2021 ¹	Fall 2021 ¹	Spring 2022 ¹	Fall 2022 ¹	Spring 2023 ³
Undergraduate	3511.9	3455.8	3,214.1	3,153.2	2,932.4	2,749	2,584.4	2,562
Graduate	158.1	170.5	172	167.6	176.9	165.5	177.5	160
LFCoB Totals	3670	3626.3	3,386.1	3,320.8	3,109.3	2,914.5	2,761.9	2,722
Headcount	Fall 2019	Spring 2020	Fall 2020 ²	Spring 2021 ²	Fall 2021 ²	Spring 2022 ²	Fall 2022 ²	Spring 2023 ³
Undergraduate	5248	4851	4,619	4,314	4,420	4,073	4,068	3,942
Graduate	230	248	250	239	259	225	241	222
LFCoB Totals	5478	5099	4,869	4,553	4,679	4,298	4,309	4,164

1. Data obtained from Institutional Research > Course Data > Curriculum and Instruction > Course Enrollment (FTES) by College

2. Data obtained from Institutional Research > Course Data > Curriculum and Instruction > DIY Course Enrollment Report

3. Data obtained from Institutional Research > Course Data > Curriculum and Instruction > Daily Course Enrollment (Unofficial): > Spring 2023

Other Funds

(Fund Summary)

FY2020-2021, 2021-2022 Review and FY2022 – 2023 Initial in thousands of dollars

	20	-21	21	-22	22-23 *		
	Budget	Actual	Budget	Actual	Budget	Actual	3 Year Cumulative Balance
TSxxx - Course Fees	\$15.9	\$4.68	\$11.83	\$.66	\$12.68	\$2.08	\$32.99
TAxxx - IRAs	\$2.66	\$2.31	\$0	\$0	\$0	\$0	\$.035
TL310 - Lottery	\$50.25	\$11.42	\$50.25	\$6.56	\$50	\$19.07	\$116.45
NG001 - Work Study	\$37.80	\$32.18	\$49	\$54.13	\$45	\$13.44	\$32.05

Other Funds - cont.

(Fund Summary)

FY2020-2021, 2021-2022 Review and FY2022 – 2023 Initial in thousands of dollars

	20	-21	21	-22	22-23 *		
	Budget	Actual	Budget	Actual	Budget	Actual	Balance
NR201 - IDC	\$12.81	\$.68	\$15.25	\$.89	\$9.32	\$0	\$35.81
TCxxx - CPaGE **	\$631.75	\$328.59	\$275.10	\$86.62	\$201.70	\$66.97	\$626.37
LLR Initiatives	\$250	\$243.33	\$500	\$377.29	\$1,175.8	Ongoing	Ongoing

* On-going

** Revenue sharing, formerly CEL

FY2022-2023 UBC Budget Overview

Thank You For Attending Our Presentation

sivadas@sfsu.edu llow@sfsu.edu

Member Forum

Public Forum

Policy for Carryforward, Designated Balances, and Reserves

Carryforward, Designated Balances, and Reserves

- •Policy is presented for first reading.
- Members may suggest changes and edits.
- •Guests may suggest changes and edits.
- •Policy is intended to set parameters and expectations for how carryforward and reserves will be used.

Member Forum

Public Forum

Open to all guests and UBC members



Please:

- "raise your hand" (found on your Reactions menu, lower right corner)
 Unmute yourself when called upon to speak. For transparency, please begin with your name, title/department. Mute when finished to reduce noise.
- ✓ limit to <u>one</u> question, so everyone has a chance to speak.
 You can "Raise your Hand" again with a follow up question, if time allows.
- ✓ Thank you for sharing this space respectfully with our community members

We appreciate your interest in our University's budget process and the service of our UBC members and guests, in support of our students and all our Gator families.

Check our UBC webpage for information, past meeting materials, meeting updates and how to contact the UBC

https://adminfin.sfsu.edu/ubc