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# University Budget Committee

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September 11, 2020

**CSUDH**

DIRECTORY

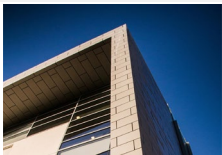
**CSUDH**

CALIFORNIA STATE UNIVERSITY  
DOMINGUEZ HILLS

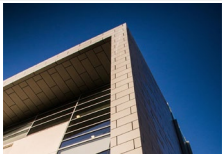


# Agenda

- I. Introductions and Review Charge
- II. Year-End Financials 2019-2020
- III. Preview of 2020-21 Budget
  - A. Base 20-21 Budget Reductions
    - i. Vacant Position Review (Stoplight Chart)
  - B. One-Time 20-21 Budget Needs
    - i. Travel
    - ii.. CARES Act
    - iii. Reserves & All-Funds Budgeting
- IV. 2019-20 UBC Recommendations- Status Update



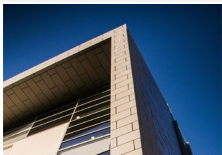
# INTRODUCTIONS AND REVIEW CHARGE



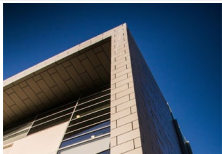
**Mission.** The University Budget Committee (UBC) shall receive, review, and make recommendations to the President concerning budgets, enrollments, and strategic and divisional plans at California State University, Dominguez Hills.

**Perspective and Scope of Responsibility.** In undertaking its work, the UBC shall apply university-wide rather than divisional perspectives in analyzing, considering, and recommending resource allocations.

- A. The UBC will review university budget reports
- B. The UBC may consider whether resource allocation to existing areas should or should not be continued, as necessary.
- C. The UBC recommendations regarding new baseline and one-time funding allocations and reallocation of existing resources shall consider: (1) budget information and projections provided by the Vice President for Administration and Finance/Chief Financial Officer; (2) university enrollment reports and forecasts; (3) divisional needs and priorities as articulated by division heads; (4) the university strategic plan; (5) academic plans as articulated by the Provost and Vice President of Academic Affairs; and (6) the university's student success initiatives.



# YEAR-END FINANCIALS 2019-20



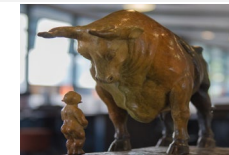
# 19-20 AADHT Year-End Report

Division	Base Budget FY 2019-20	Current Budget FY 2019-20	Actuals 6/30/2020	Encumbrances 6/30/2020	Balance Available 6/30/2020
<b>Academic Affairs Total</b>	<b>63,139,168</b>	<b>95,769,735</b>	<b>95,252,983</b>	<b>196,540</b>	<b>320,211</b>
<b>Administration and Finance</b>	<b>15,434,472</b>	<b>25,333,687</b>	<b>23,777,247</b>	<b>567,241</b>	<b>989,199</b>
<b>Centrally Monitored</b>					
Revenues/GF	(200,558,869)	(225,261,308)	(227,641,805)	0	2,380,498
CM Benefits 71022	48,495,652	888,305	744,008	0	144,298
Scholarships 71009	30,596,301	32,247,396	31,128,600	0	1,118,796
CM Expenses	8,640,846	34,701,055	34,705,549	232,215	(236,708)
UBC Allocations Remaining	5,682,358	6,038,358	0	0	6,038,358
Unallocated base for reserves	770,116	770,116	0	0	770,116
<b>Centrally Monitored Total</b>	<b>(106,373,597)</b>	<b>(150,616,077)</b>	<b>(161,063,648)</b>	<b>232,215</b>	<b>10,215,357</b>
<b>University Advancement</b>	<b>3,102,632</b>	<b>5,986,533</b>	<b>4,599,300</b>	<b>50,281</b>	<b>1,336,953</b>
<b>Information Technology</b>	<b>10,139,856</b>	<b>17,103,838</b>	<b>14,920,512</b>	<b>1,010,259</b>	<b>1,173,066</b>
<b>President</b>	<b>3,181,934</b>	<b>3,558,577</b>	<b>2,853,112</b>	<b>91,585</b>	<b>613,881</b>
<b>Student Affairs</b>	<b>11,375,536</b>	<b>17,286,925</b>	<b>17,026,731</b>	<b>29,014</b>	<b>231,180</b>
<b>TOTAL AADHT</b>	<b>0</b>	<b>14,423,219</b>	<b>(2,633,764)</b>	<b>2,177,135</b>	<b>14,879,847</b>

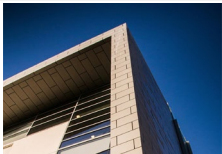


# 19-20 Student Success Fee Year-End Report

Division	Base Budget FY 2019-20	Current Budget FY 2019-20	Actuals 6/30/2020	Encumbrances 6/30/2020	Year-end Balance Avail.
ACADEMIC AFFAIRS	3,189,087	4,894,827	4,832,150	21,180	41,497
ADMIN AND FINANCE	140,000	234,888	233,715	-	1,173
ADVANCEMENT	168,159	168,355	113,478	-	54,877
BUDGET OVERSIGHT (REVENUES)	(6,426,803)	(8,882,749)	(9,569,701)	-	686,952
INFO TECHNOLOGY	866,848	1,093,593	991,658	-	101,935
PRESIDENTS	112,500	123,815	14,139	15,000	94,676
STUDENT AFFAIRS	1,950,209	2,660,470	2,522,782	529	137,159
<b>TOTAL ST001</b>	<b>\$ -</b>	<b>\$ 293,200</b>	<b>\$ (861,780)</b>	<b>\$ 36,709</b>	<b>\$ 1,118,270</b>



# 2020-21 BUDGET

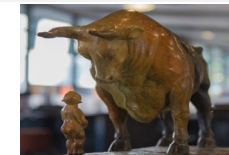




# 20-21 AADHT Starting Budget

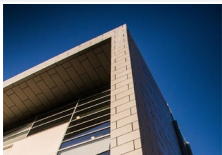
	19/20 Base Budget	20/21 Budget Memo	20/21 Unfunded Campus Priorities	20/21 Starting Base Budget
<b>Revenues</b>				
State Appropriation	110,474,452	(7,081,452)		103,393,000
Resident Tuition	84,779,000			84,779,000
Non-Res Tuition	1,540,000			1,540,000
Application Fee	800,000		(150,000)	650,000
Transcripts	110,000		(110,000)	0
Late Registration Fee	65,000		(40,000)	25,000
Cost Recovery	2,790,417			2,790,417
<b>TOTAL</b>	<b>200,558,869</b>	<b>(7,081,452)</b>	<b>(300,000)</b>	<b>193,177,417</b>
Academic Affairs	63,139,168			63,139,168
Admin and Finance	15,434,472			15,434,472
Univ. Advancement	3,102,632			3,102,632
Centrally Monitored	94,185,272	1,194,000	1,324,191	96,703,463
Info. Technology	10,139,856			10,139,856
President	3,181,934			3,181,934
Student Affairs	11,375,536			11,375,536
<b>TOTAL</b>	<b>200,558,869</b>	<b>1,194,000</b>	<b>1,324,191</b>	<b>203,077,060</b>
<i>NET</i>	<i>0</i>	<i>(8,275,452)</i>	<i>(1,624,191)</i>	<i>(9,899,643)</i>

- Increase to Centrally Monitored in 20/21 Budget Memo reflects unfunded mandatory costs
- Decrease to Application Fee reflects increased fee amount collected in the CO
- Transcript Fee also budgeted in Student Affairs
- Increase to Centrally Monitored in Campus Priorities equals \$590k in priority positions, and \$734k in increased insurance premiums



# Vacant Position Review (Stoplight Chart)

- The “Stoplight Chart” is a system of reviewing vacant positions
- This is an ongoing process intended to minimize future layoffs, by evaluating unoccupied positions
- Each position is evaluated, and determined whether it needs to be filled immediately, or permanently frozen until funding is restored
- To date \$10.8M in positions have been reviewed through this process; \$5.3M in positions have been permanently frozen



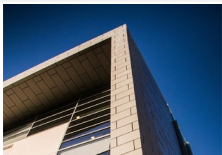
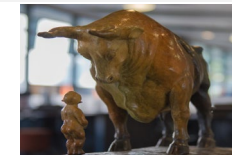
# 20-21 AADHT Final Budget

	20/21 Starting Base Budget	Remove Stoplight Chart Positions	Adjusted 2021 Base Budget	Proportionate Reduction	Final 20/21 Base Budget
<b>Revenues</b>					
State Appropriation	103,393,000		103,393,000		103,393,000
Resident Tuition	84,779,000		84,779,000		84,779,000
Non-Res Tuition	1,540,000		1,540,000		1,540,000
Application Fee	650,000		650,000		650,000
Transcripts	0		0		0
Late Registration Fee	25,000		25,000		25,000
Cost Recovery	2,790,417		2,790,417		2,790,417
<b>TOTAL</b>	<b>193,177,417</b>	<b>0</b>	<b>193,177,417</b>		<b>193,177,417</b>
Academic Affairs	63,139,168	(287,620)	62,851,548	(2,037,761)	60,813,787
Admin and Finance	15,434,472	(766,568)	14,667,904	(475,560)	14,192,344
Univ. Advancement	3,102,632	(50,000)	3,052,632	(98,972)	2,953,660
Centrally Monitored	96,703,463	(3,170,505)	93,532,959	(1,200,000)	92,332,959
Info. Technology	10,139,856	(567,006)	9,572,850	(310,369)	9,262,481
President	3,181,934	(65,004)	3,116,930	(101,057)	3,015,873
Student Affairs	11,375,536	(413,823)	10,961,713	(355,399)	10,606,315
<b>TOTAL</b>	<b>203,077,060</b>	<b>(5,320,526)</b>	<b>197,756,534</b>	<b>(4,579,117)</b>	<b>193,177,417</b>
<b>NET</b>	<b>(9,899,643)</b>	<b>5,320,526</b>	<b>(4,579,117)</b>	<b>-3.24%</b>	<b>0</b>



# 2020-21 Dominguez Hills One-Time Needs

Presidential Initiatives	\$ 1,000,000
Campus Technology Refresh/IT Equipment Loan (Year 3 of 5)	\$ 450,000
Science & Innovation Building Group II Equipment Loan	\$ 1,800,000
Innovation & Instruction Building Contribution (Year 3 of 4)	\$ 1,400,000
Academic Equipment Loan (AEL - Year 5 of 5) - BofA Loan	\$ 292,719
Campus Portion of CalPERS Payment to Reduce Unfunded Pension Liability (SB 84) - Year 2 of 7	\$ 494,900
UA Feasibility Study (UBC/President Approved)	\$ 200,000
Special Repairs/Deferred Maintenance	\$ 491,000
Student Union Rental	\$ 120,000
CCAA Membership Dues	\$ 44,000
Parking Fee Reimbursement for NSO	\$ 27,000
Campus Copyright Fees	\$ 10,000
Emergency Phone Maintenance	\$ 25,000
Camera Maintenance	\$ 60,000
CSU Financial Records and State Budget Report	\$ 30,000
Fire Marshall Campus Expense	\$ 25,000
Legal Services	\$ 80,000
University Events Additional Budget	\$ 115,000
Reserves	\$ 2,500,000
Early Exit Program- One time Cost (Estimate)	\$ 1,589,404
Student Health Services 20/21 Deficit	\$ 700,000
19/20 Unfunded Athletics Scholarships	\$ 93,000
FY19-20, FY20-21 & FY21-22 I&I CBAPP Contributions	\$ 1,500,000
Library/Welch Moves (MR001)	\$ 1,000,000
FY20-21 Housing Debt Service	\$ 1,700,000
<b>TOTAL</b>	<b>\$ 15,747,023</b>

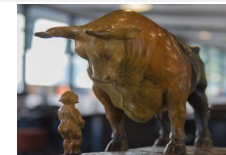




# Travel

- Non-essential travel will be eliminated through June 30, 2021, consistent with the Chancellor's mandate
- As a one-time cost savings, travel will be swept from carryforward balances in the amount of prior year actuals
- 10% of the total travel will stay within the division to be used for travel, with VP approval

Division	PY Actuals	Amt Swept	Amt in Division
ACADEMIC AFFAIRS	\$ 316,851	\$ 285,166	\$ 31,685
ADMIN AND FINANCE	\$ 37,525	\$ 33,773	\$ 3,753
ADVANCEMENT	\$ 24,839	\$ 22,355	\$ 2,484
INFO TECHNOLOGY	\$ 101,158	\$ 91,042	\$ 10,116
PRESIDENTS	\$ 32,171	\$ 28,954	\$ 3,217
STUDENT AFFAIRS	\$ 399,250	\$ 359,325	\$ 39,925
<b>TOTAL AADHT</b>	<b>\$ 911,794</b>	<b>\$ 820,615</b>	<b>\$ 91,179</b>



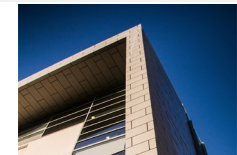
# CARES Act- Institutional Portion

CARES ACT / MSI ALLOCATION \$ 10,542,440

COVID-19 TASK	CARES ACT	FEMA
COVID-Related Purchasing Expenses (actuals incurred)		
Academic Affairs	117,232	
Administration & Finance	21,776	
Centrally Monitored	3,662	
Information Technology	86,678	
IRA	1,901	
Lottery	34,241	
Office of the President	7,742	
Spring Housing Refunds thru 6/30/2020	793,931	
Housing COVID expenses	24,570	
Spring Parking Refunds thru 6/30/2020	674,091	
Student Affairs	42,884	
University Advancement	1,492	
Academic Affairs		
Academic Affairs Conversion to Online Instruction-Spring 2020 to CM	1,667,513	
Summer Session Reimbursement to CEIE	642,419	
Faculty Development & Training	413,704	
Need-based student grants	150,000	
Rapid Inter-Library Loan and outdoor contactless lockers for Library	36,475	
Administration & Finance		
PPE	55,000	495,000
Supplies & Equipment		50,000
Information Technology		
IT personnel costs - campus support for online instruction/remote work	90,000	
Call Student Support	500,000	
Software/Hardware Needs	2,815,000	
Student Mobile Device Checkout (Reduced)	1,907,129	
<b>TOTAL BUDGET</b>	<b>\$ 10,087,440</b>	<b>\$ 545,000</b>

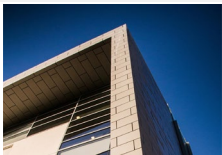
Unallocated remaining balance - may be used to off-set IT transformation initiatives \$ 455,000

Reimbursements to be held Centrally to cover campus shortfall \$ 2,452,683



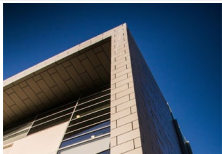
# 2020-21 Use of Campus Reserves

- \$5,000,000 – One-time reserve funds
- \$2,500,000 (50%) – Allocated to help offset a rolling \$3,700,000 deficit in Student Health Services. Balance of this deficit funded by campus interest earnings.
- \$1,500,000 (30%) – Reserves available for 21/22
- \$1,000,000 (20%) – Reserves available for 22/23



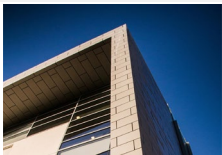
# All Funds Budgeting

- An integral part to mitigating both base AND one-time shortfalls is ensuring we are utilizing every source of funding
- These funds are designated for specific purposes, but their utilization frees resources in the Operating Fund
- Below are some examples of funds to be maximized:
  - Trust Funds
  - Lottery Funds
  - Foundation Funds





# 2019-20 UBC RECOMMENDATIONS

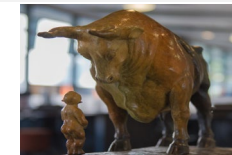




# Prior Year Approved Items

- Below is a status summary of prior year UBC-Approved items
  - Funding for positions is held centrally until the position is filled

Budget Eliminated	\$ 1,731,516
Distributed	\$ 18,143,020
Hold- Pending	\$ 470,000
Hold- Pending Hire	\$ 1,713,120
Reallocated	\$ 211,400
<b>TOTAL</b>	<b>\$ 22,269,056</b>



# Q&A

