

Academic Affairs Fiscal Contacts Meeting

September 16, 2014

Today's Topics

- » 14/15 Meetings
- 13/14 Wrap Up
- 14/15 Budget Review

14/15 Fiscal Contacts Meetings

Upcoming Topics

- ▶ September 16 – Budget/Financial Review
- ▶ October 21 – Temporary FTE & TA FTE Allocation
- ▶ November 19 – Graduate Student Growth & Excellence Initiative

Please send me an email if you have ideas for meeting topics

13/14 Fiscal Close: Permanent Staffing

- ▶ 7/1/14 salary increases for academics, non-rep & CX staff included in year-end staffing
- ▶ Check auto-costing reports to ensure that received funds
- ▶ Sub-0 questions: contact Denise (dechristensen@ucsd.edu)
- ▶ Sub-1 questions: contact Hang (hphung@ucsd.edu)

Staffing: Academic Salaries

- ▶ Order of funding: merits, CMSI (new salary program), range
- ▶ Because range adjustments are now 7/1/14 instead of in October, important that departments/divisions enter all known faculty merits before range implementation process, which begins in June

Faculty Salaries:

Career Milestones Salary Incentive

- ▶ New program, effective 7/1/14
- ▶ One of many strategies to maintain competitive salaries for faculty
- ▶ Acknowledges significant career milestones with a special salary increase
 - Promotion from Asst Prof to Assoc Prof: \$4,000
 - Promotion from Assoc Prof to Prof: \$6,000
 - Advancement to or thru Prof VI: \$6,000
- ▶ Added as market off-scale component

13/14 Academic Affairs Fund Balances

- ▶ Fund balances in core funds decreased from \$151M in 12/13 to \$141M in 13/14
- ▶ \$11M balance in program 403000 (faculty startup/retention); anticipate that this balance will continue to decrease
- ▶ Some units have increasing balances; some units have decreasing balances

Requests for Reports on 13/14 Initiatives

- ▶ GCCP
- ▶ GSGEI
- ▶ Faculty Startup/Retention

GCCP – Reporting – General

- ▶ Report information includes surveys of faculty and administrative staff, participant demographics, salaries, fund sources, teaching responsibilities, graduate student support
- ▶ Annual report due to departments, deans, CAP, Academic Senate and UCOP by November 1

GCCP –Contingency Fund Report

- ▶ 10% of Negotiated Salary Increment to be held by department
- ▶ Will soon request that participating departments send a summary of the contingency fund, including the index where it is held, as well as the department total
- ▶ When contingency fund is more than 20% of negotiated salary increment, departments can choose to spend amount above 20%

GSGEI Reporting

- ▶ Will soon request report on use of funds, as well as an explanation of any carry forward balance
- ▶ Report should break out total funds used for fellowships and for GSRships, including index(es) and account codes charged for each
- ▶ Carry forward balance explanation should include how funds will be spent and an estimated date for spending out the funds

Faculty Startup/Retention Balance Reporting

- ▶ Request for report on the faculty startup/retention balances held by departments and divisions
- ▶ Report should include balances in all programs (e.g., 403000, 400000, 440000)
- ▶ Report elements include
 - Faculty Name
 - Hire Date
 - Index(es)
 - Amount

Reminder: Faculty Startup & Retention Program Code

- ▶ Use program 403000 for all faculty startup and retention expense, except graduate financial aid (program 78xxxx)
- ▶ Do not use program 400000 or 440000 for faculty startup expense unless that program is required by the funding source (e.g., grant or gift)
- ▶ Use of 403000 facilitates reporting on expenditures and separates costs from department operating expense
- ▶ For faculty hires and retentions effective 7/1/14 or later, the EVC's office will only transfer funds for expense on programs 403000 and 78xxxx

New Program Code: 404000 – Faculty Support Allocs

- ▶ New program code created to allow departments to better segregate faculty support allocations and expenses from on-going departmental operations
- ▶ Use of this program code is not required, but is recommended

14/15 Budget

- ▶ Governor's budget provides 5% increase in UC budget
- ▶ No student tuition increases approved
- ▶ Overall increase in core funds budget of 2.48%
 - Not enough to cover compensation cost increases
- ▶ Additional tuition revenue from enrollment growth
- ▶ Net research overhead recovery income is expected to decline

14/15 Enrollment Estimates

- Current 2014/15 enrollment estimates are 505 FTE less than our Long Range Enrollment Plan
 - Significant impact on Revenue streams
 - Split between Residents and Nonresidents may shift
 - Actual enrollment in October
- Current estimate of continuing/returning undergraduates shows fewer students enrolled than expected – possibly due to improved time-to-degree (pending review of graduation data)

FWS FTE	13/14 Actual	14/15 Estimated	Change	14/15 LREP	Difference LREP to Est	% Diff
Undergraduate	22,949	23,900	951	24,200	(300)	<i>(1.2%)</i>
<i>Resident</i>	<i>19,424</i>	<i>19,340</i>	<i>(84)</i>	<i>19,600</i>	<i>(260)</i>	<i>(1.3%)</i>
<i>Nonresident</i>	<i>3,525</i>	<i>4,560</i>	<i>1,035</i>	<i>4,600</i>	<i>(40)</i>	<i>(0.9%)</i>
Graduate (GC)	4,019	4,120	101	4,325	(205)	<i>(4.7%)</i>

Source: Institutional Research, August 2014

14/15 Budget Planning Process

- ▶ Align resources with the goals of the strategic plan
- ▶ VCs submit budget requests to Chancellor
- ▶ Requests evaluated and funded
 - New allocations, or
 - Existing balances
- ▶ Chancellor establishes “spending authority” for each VC area
- ▶ Actual spending is compared to spending authority level and VCs must explain any variance

14/15 Fund Sources for EVC Allocations

- ▶ Temporary FTE – 19900A
- ▶ TA FTE – 19900A
- ▶ Admin Stipends & Ninths – 19900A
- ▶ Equipment Allocation – 19900A
- ▶ Equipment Matching – 19933A
- ▶ Faculty Startup & Retention – 19933A (AH/SS) or combination 19933A/19942A/05397A (Bio/JSOE/PS)
- ▶ Undergraduate Seminars – 19900A
- ▶ Graduate Support – 19942A/20095A
- ▶ Summer Admin Support – 20095A

Annual Allocations

Undergraduate Instruction Allocation

- ▶ 14/15 allocation for undergraduate instruction (which includes funding for temporary faculty and teaching assistants) will be updated in September and in April
- ▶ Funding will be re-calculated for each division, updating course counts and enrollment
 - September: Fall 2013, Winter 2014, Spring 2014
 - April: Spring 2014, Fall 2014, Winter 2015 enrollment
- ▶ Check with your Dean's Office to find out whether your department will receive additional funding

Undergraduate Instruction Allocation

- ▶ Temporary FTE value is \$61,210
- ▶ TA FTE value is \$37,076
- ▶ Funds transferred to Deans in October and in April

Summer Session Support

- ▶ Funds transferred to department indexes in 20290A to cover actual costs of instructors and TA/readers – in November
- ▶ Summer TA Balance
 - Allocation is compared to actual TA expense – balance is allocated to department for TAs in academic year
 - Fund source is 19900A
- ▶ Summer admin support
 - Fund source is 20095A

Graduate Support: Block Grant

- ▶ The EVCAA has requested that the carry forward of block grant funds allocated by OGS will be strictly limited to no more than 20% of the annual allocation.
- ▶ The funds subject to this limitation include Block Grant (BG), OP Match and Return-to-Aid (RTA) funds.
- ▶ The limit will be phased in as follows:

6/30/14 = 60%

6/30/15 = 40%

6/30/16 = 20%

- ▶ Re-appropriated funds will be used at the discretion of the EVCAA for other financial support programs that directly benefit graduate students.

Graduate Student Growth & Excellence Initiative – 14/15

- ▶ Allocation will be equal to the NRST revenue generated by a program's 1st & 2nd year PhD students.
- ▶ NRST for graduate academics is \$5,034 per quarter, or \$15,102 per year
- ▶ Timing of allocation
 - Fall 2014 – by November
 - Winter 2015 – by February
 - Spring 2015 – by May
- ▶ Fund source is 19942A
- ▶ The allocation must be used only for graduate financial support, as stipend or fee payments or GSR salary and tuition remission. No other use of the funds is permitted.

Non-Resident Graduate Growth Incentive – Masters Students

- ▶ The allocation will continue to be \$5,000 per student, with a portion of the funding allocated to the division and a portion allocated to OGS
- ▶ Unlike the GSGEI, this incentive funding can be used for departmental support as well as for graduate support
- ▶ Fund source is 19942A
- ▶ Allocation will be made by May

GSR Child Care Reimbursement

- ▶ Must be employed as a GSR for at least 25% time to be eligible for reimbursement
- ▶ Effective Summer 2014 GSR may be reimbursed for up to \$900 per quarter
- ▶ Student's academic home department processes payment (via payroll)
- ▶ Reimbursement should be paid from fund 19942A on a department index
- ▶ EVC will transfer funds annually to cover costs for Academic Affairs departments
- ▶ No request is required; reimbursement will be calculated from DOPEs by summarizing GSR pay on DOS code BXC and fund 19942A by index

ASE Child Care Reimbursement

- ▶ Must be employed in an ASE title (TA/reader/tutor) for at least 25% time to be eligible for reimbursement
- ▶ May be reimbursed for up to \$900 per quarter
- ▶ Student's employment department processes payment (via payroll)
- ▶ Reimbursement typically made from a department's TA allocation

Stipends / NINTHS for Administrative Service

- ▶ Allocated for department chairs
- ▶ Transfers processed in October, after summer nINTHS have been paid, to the index(es) used to pay the stipend and nINTHS
- ▶ Chairs may request that funds are allocated to a research account in lieu of salary
 - Email to Kathy is sufficient

Academic Senate Service

- ▶ Senate Chair or CAP Chair: Provide support equal to 22% of annual covered compensation rate to use as teaching relief, research activities (including salary support) and/or graduate student support; plus \$7500 to department for teaching relief
- ▶ CAP member: Provide support equal to 11% of annual covered compensation rate to use as teaching relief, research activities (including salary support) and/or graduate student support
- ▶ Funds transferred in October

Family Accommodations

- ▶ Provides temporary FTE funding at the standard course rate to hire a teaching replacement for a faculty member who is on child-bearing leave or on active service with modified duties
- ▶ Can request funding for one undergraduate course per quarter, for up to two quarters
- ▶ Complete a FAR form to request the leave and funding
- ▶ Funds are transferred in the quarter that the leave is taken

Faculty Leaves with Salary Savings

- ▶ Faculty leaves that generate salary savings, excluding FSEP or FLP
 - LWOP
 - Switch to Research Title
 - Partial Pay Sabbatical
- ▶ Department retains 60% of savings and 40% of savings is returned to EVC
- ▶ After three consecutive quarter of LWOP, 100% of savings is returned to EVC
- ▶ Reports generated quarterly, with quarterly draw off, usually December, March, June

Other Allocations

- ▶ Faculty Career Development Awards
 - October transfer
- ▶ Undergraduate Seminars
 - October, January, April
- ▶ Hellman Fellowships
 - July
 - December, June (return of funds)
- ▶ Pathways to Retirement
 - April

Other Allocations (cont.)

- ▶ **Benefits and General Liability**
 - Same process as prior years
 - Reimbursement based on actual costs for sub-0 and sub-1 employees, plus sub-2 TA/reader
 - Allocated one month in arrears