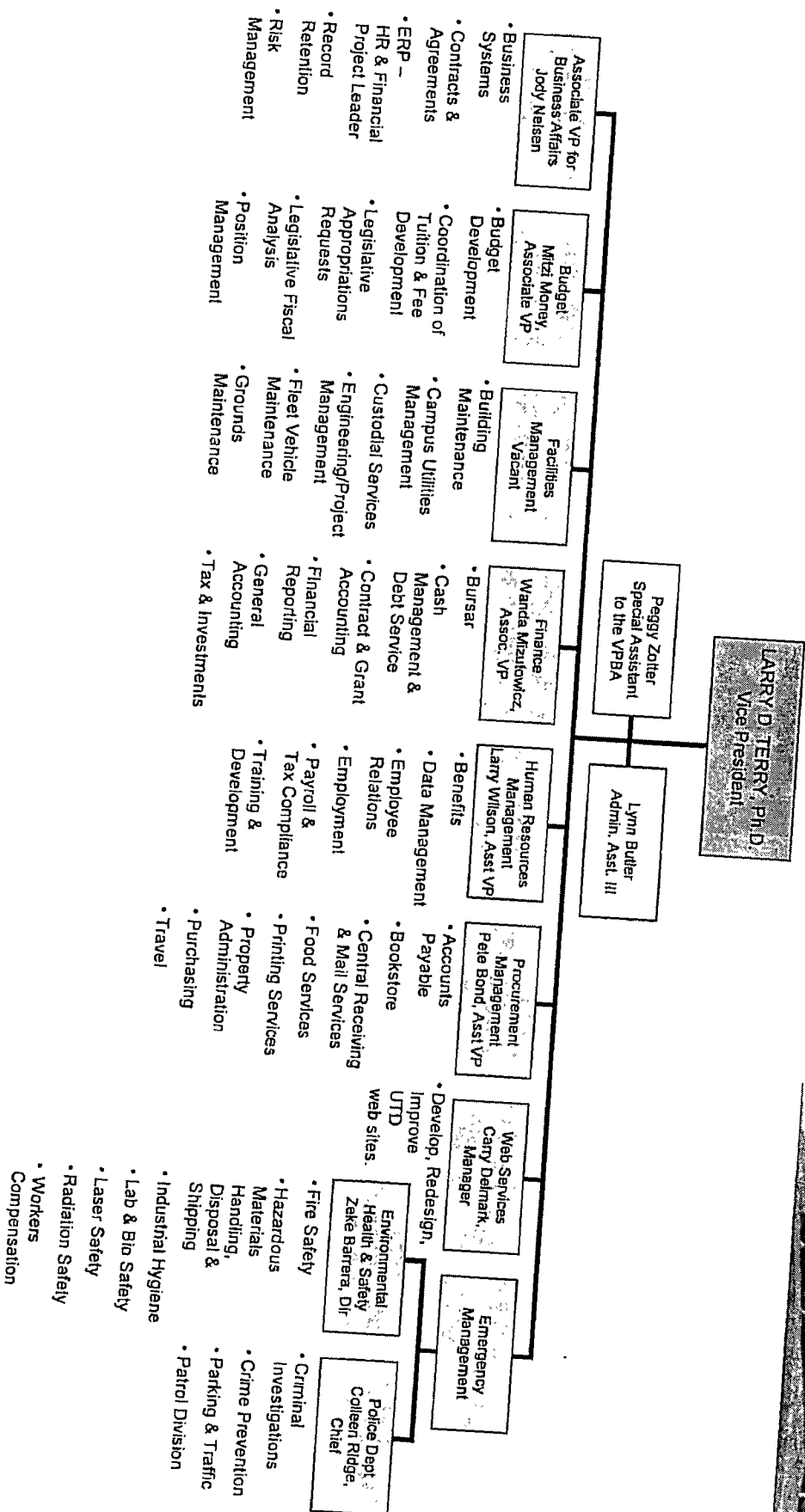
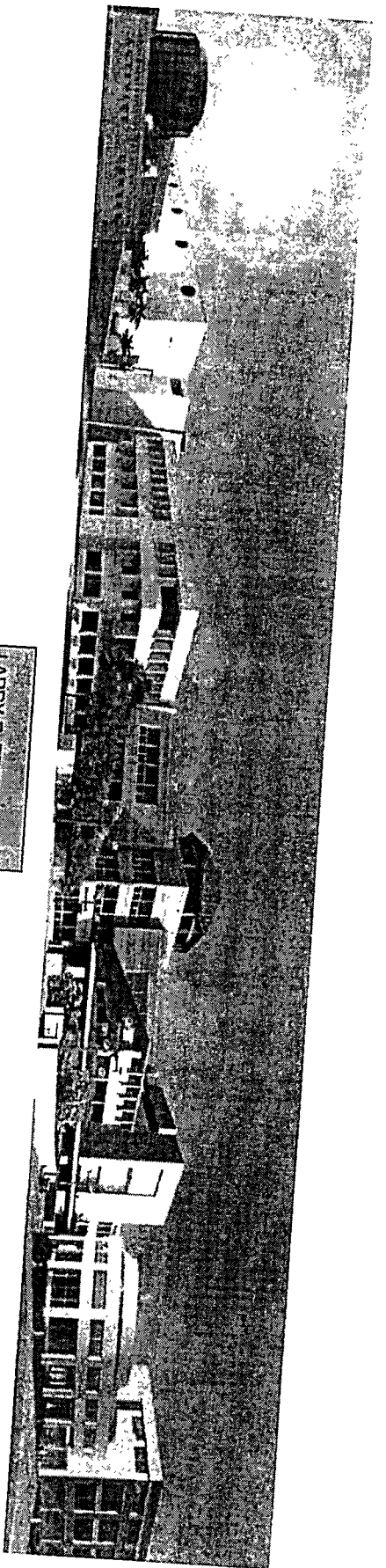
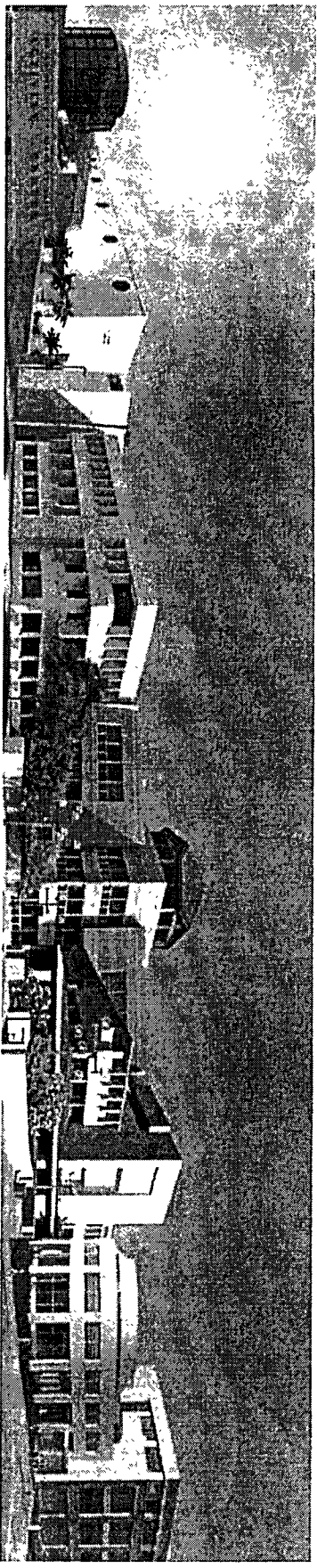


# **Business Affairs Budget Presentation for FY 06/07**

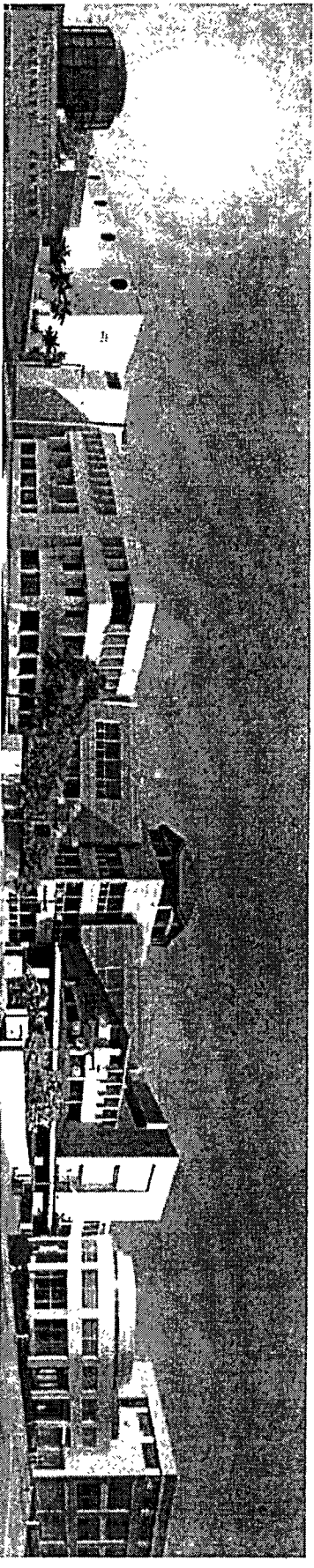




# **Business Affairs**

## **Core Values**

- 
- **Transparency**
  - **Integrity**
  - **Accountability**



## Development of Business Affairs Budget Requests

### Development of Unit Budget Requests

#### Evaluation of Current Budget Status

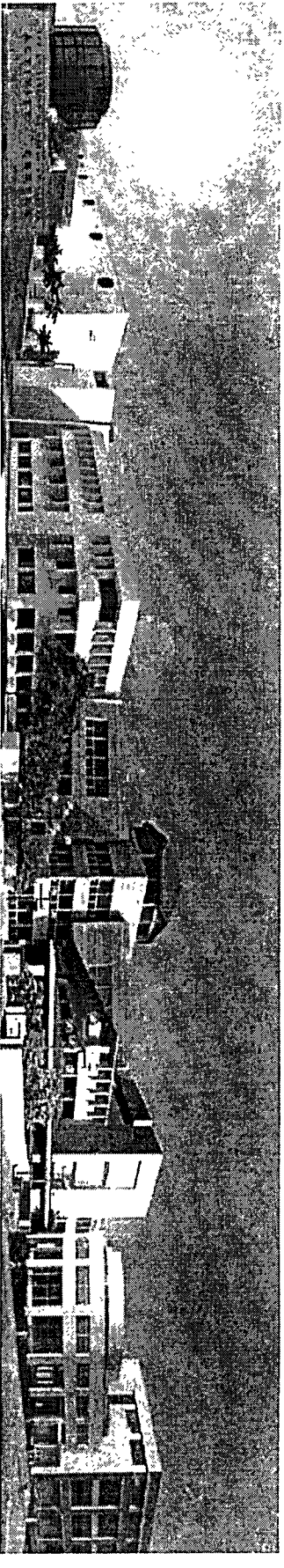
- Comparison of FY06 budget with FY2005 expenditures
- Personnel, Contracted Services, Major Recurring Expenditures, Staff Development & Business Trips, Other Operating Costs, One-time Costs

#### Identification of Needs Above Current Budget

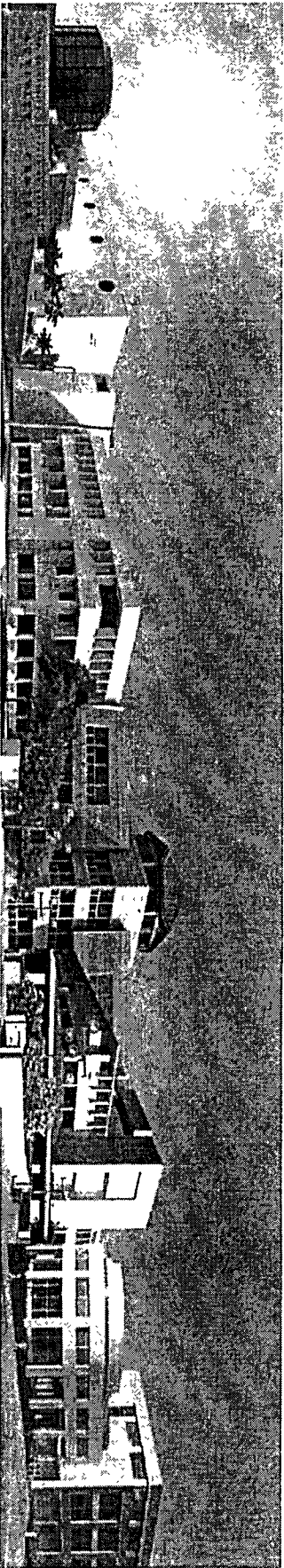
- Life & Safety Issues
  - Infrastructure-Visible & Invisible
  - Improved Effectiveness & Efficiency of Business Processes
- #### Identification of Opportunities for Savings or Cost Transfers

### Consideration of Unit Requests by Business Affairs Leadership Team (BALT)

- Justification for Increases Presented by Each Unit Administrator
- Ranking by Level of Importance (A, B, C)



**Current Business Affairs Baseline:     \$11,080,634**



# Police Department

*Current Operating Budget:*    \$ 1,074,427

▪ Police Officer Equity Adjustments (w/benefits)	\$102,549
▪ Mockingbird/Callier Police Services-UTD/UTSMC	
Contract	289,636
▪ Overtime for Police Officers	10,828
▪ UT System Academy: lodging/per diem for 4 cadets	23,000
▪ Uniforms for 4 cadets	6,438
▪ Total	\$432,451

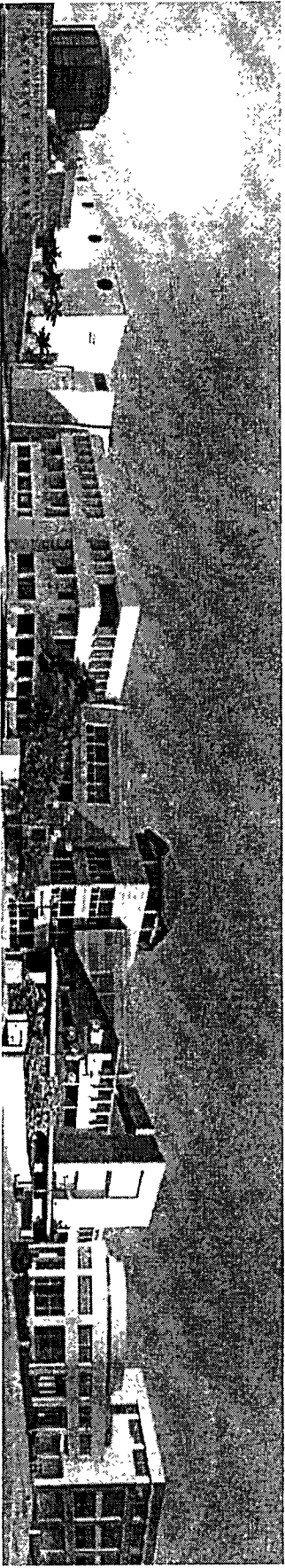


# Environmental Health & Safety

*Current Operating Budget:*    \$454,407

▪ Fire Safety Contracts	
▪ Hazardous waste disposal, fire and laboratory safety equipment, parts & maintenance	
▪ Fees for safety licenses, permits & regulations	\$128,722
▪ Copier lease	3,000
▪ Other operating expenses	5,000
▪ Total	\$136,722





# Procurement Management

*Current Operating Budget: \$905,936*

Property Admin. Accounting Coordinator (w/benefits)	\$49,500
▪ Additional copier for new location	3,000
Total	\$52,500

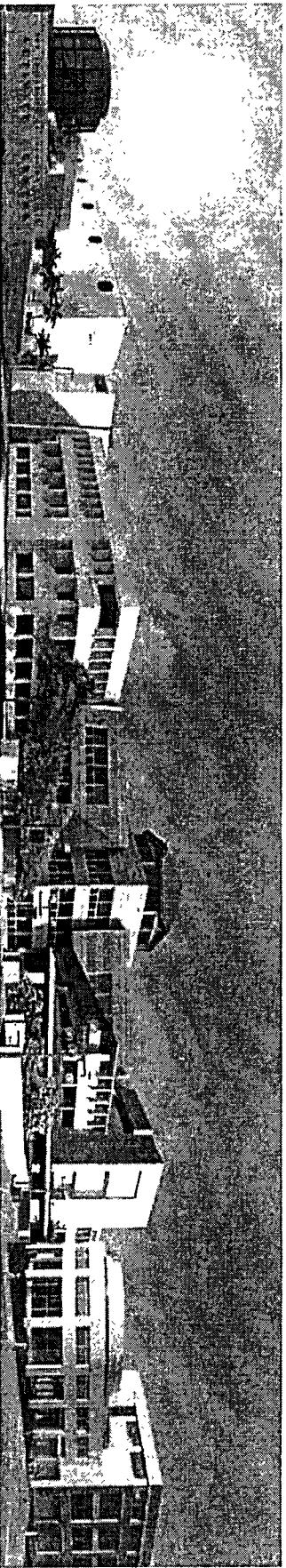




# Office of Finance

*Current Operating Budget: \$1,442,846*

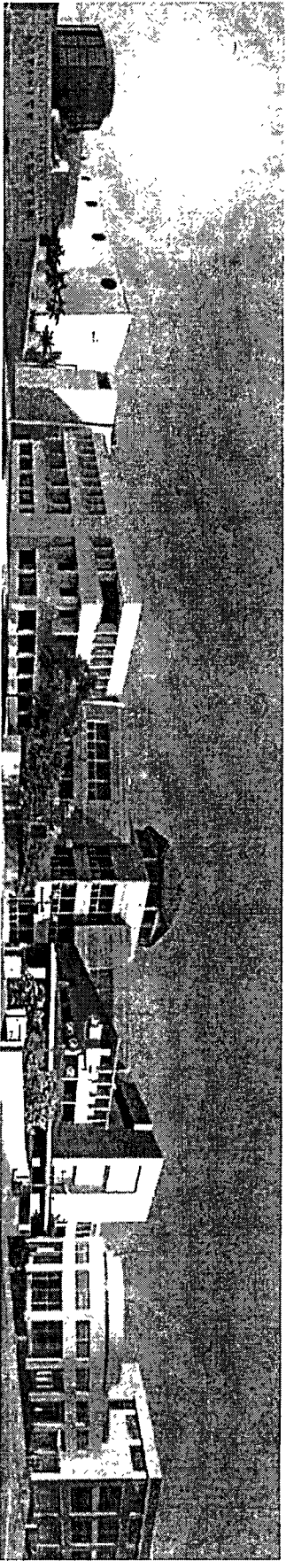
▪ Increase in bank services, American Appraiser Fees, and Symposium System Software	8,583
▪ Staff Development	5,000
▪ Other operating expenses	5,044
▪ Total	\$18,627



# Human Resources Management

*Current Operating Budget:*     \$992,914

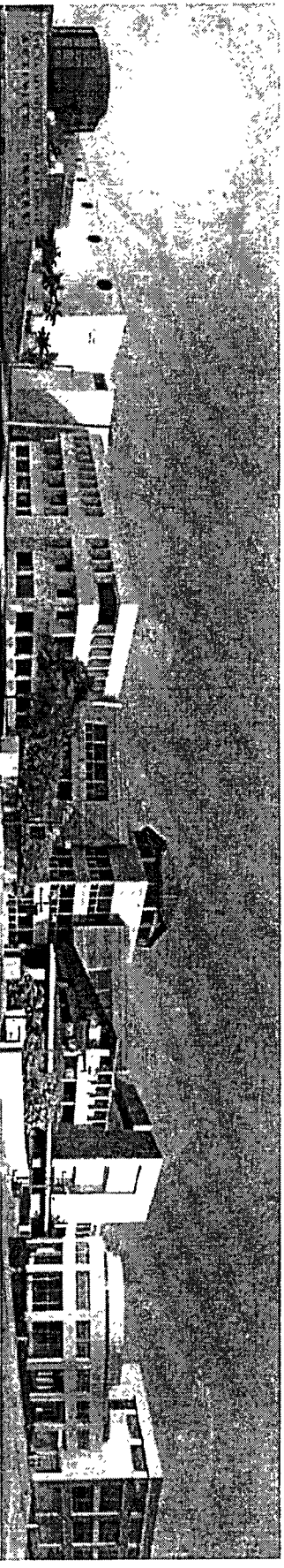
▪ Supervisory Academy	\$12,000
▪ On-line Position Evaluation & Job Description System	22,000
▪ PeopleAdmin on-line applicant tracking - increased contract cost	1,000
▪ Other Operating Expenses	1,105
▪ Total	36,105



# Facilities Management

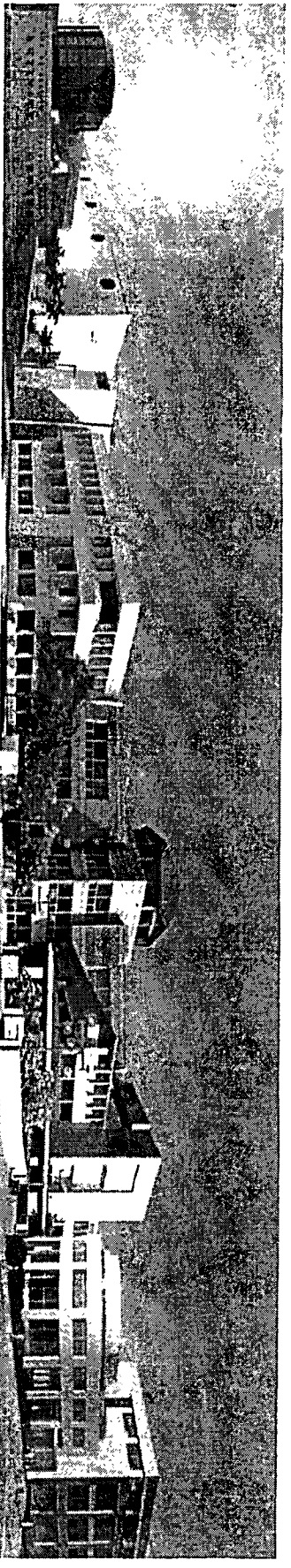
*Current Operating Budget: \$4,564,401*  
*(Excluding Utilities)*

- Total for all accounts other than purchased utilities and ad hoc accounts:
  - \$6,581,075
- Increase requested over FY06
  - \$2,016,675
- Percent Increase
  - 44%



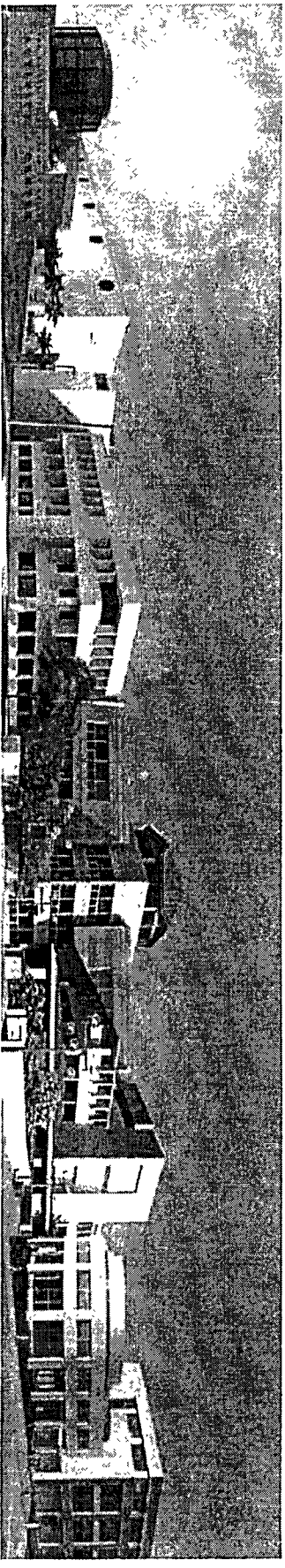
## FY07 Budget Increase Justification

- Increases reflect funding needed to maintain campus per the new standards.
- THECB Infrastructure Formula Study Committee – 2008-09 Biennium: Final Report
- Recommendation
  - “Noting the difference between the appropriated rate of \$5.95 per predicted square foot and the actual cost of \$10.37 per square foot, the Committee recommends an increase to the median of the actual cost per predicted square foot for FY 2005, or \$9.79.”
  - 65% Increase



## **FY07 Budget Increase Justification**

- \$6,581,075 – Operating Funds
- 1,052,314 – E&G Square Feet
- \$6.25/sq. ft.
- Request does not include purchased utilities (which in the past has run about \$4.00/sq. ft.)
- Request also does not include deferred maintenance (THECB infrastructure formula does not include deferred maintenance—only funds normal operating costs and “minor repairs.”



## **Peer Review Findings**

- **Level of Funding – Deferred Maintenance/Capital Renewal**
  - “Funding for deferred maintenance and capital renewal is currently insufficient. Industry standard is to fund capital renewal at 2-3% of building replacement value on an annual basis. The University should consider funding from designated tuition, LERR, PUF, and S-T equipment debt financing through UT System Office of Finance”

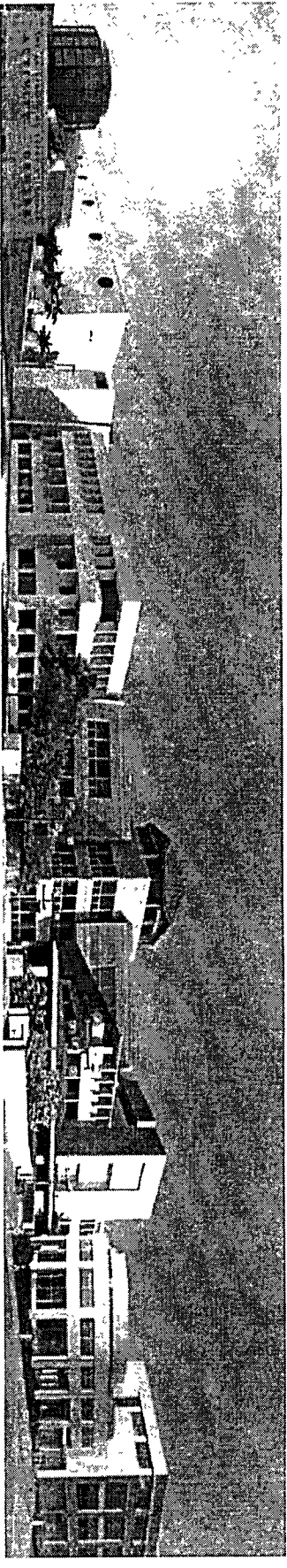


## Deferred Maintenance / Capital Renewal

Industry Std - 2-3% of building replacement value	
E&G Bldg Rplc Value	\$171,120,398.66
x 2%	3,422,408
x 3%	5,133,612

Note: E&G Bldg Replacement Value per THECB Fall 2005 Report.  
Does not take into consideration NSERB and CBH





## **Deferred Maintenance/Capital Renewal**

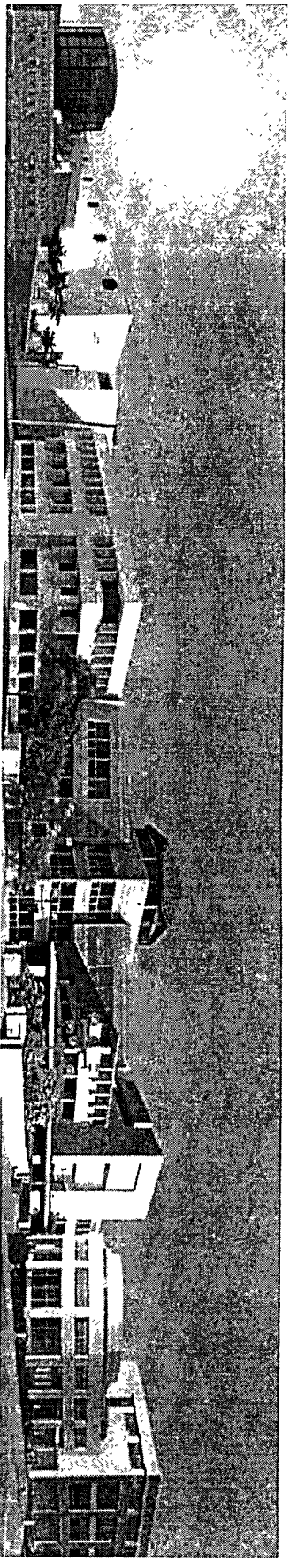
- Current Deferred Maintenance/Capital Renewal (not addressed by the \$8.2M in PUF funds, the Founders renovation or the TRB request) = \$4,795,000
- See spreadsheet for details



# Office of Vice President for Business Affairs

*Current Operating Budget: \$671,543*

▪ Official Functions	10,000
▪ BA Bulletin	8,800
▪ VPBA Operating Budget	
▪ Staff Development	5,000
▪ Employee & Public Relations	4,000
▪ General Contingency (i.e. mediation fees, tort settlements, real estate appraisals fees and surveys, search costs)	175,000
▪ Equity adjustments & promotion pool	100,000



**Total Request**

**\$2,995,880**

## **Reductions in Request**

Budget      Transition from 1.0 Budget Analyst  
to .5 AA

(\$25,900)

EHS      Funding for Staff Development  
WCI CAP

( 8,000)

Finance      Implementation of web-based student  
filing and payment system  
savings in mailing costs  
Shift of costs to fee account  
Termination of Contract Collection

(13,000)  
(90,000)  
(37,096)

**Adjusted Request**

**\$2,821,884**



**Current Business Affairs Baseline:    \$11,080,634**

**Requests:                                        \$2,821,884**



## **A     Rankings on Hold**

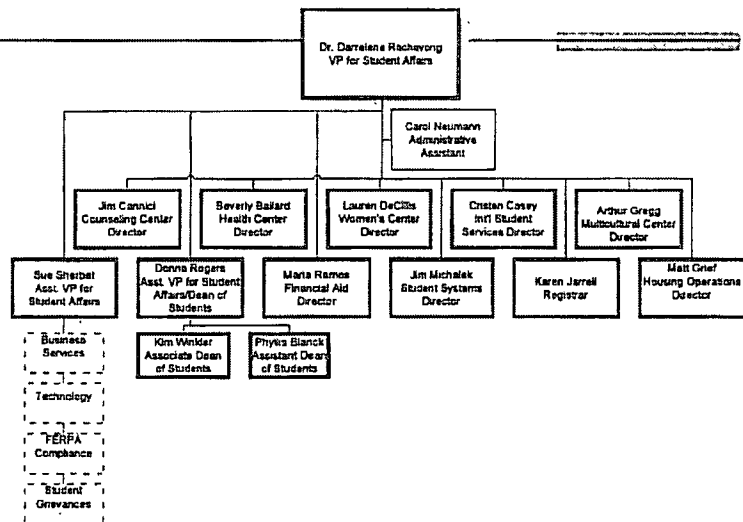
- |   |          |
|---|----------|
| ▪ Director of Business Affairs – South Campus     | \$77,000 |
| ▪ Administrative Associate                        | 50,000   |
| ▪ Administrative Assistant I                      | 33,000   |
| ▪ Purchasing Senior Admin. Clerk (w/benefits)     | 24,970   |
| ▪ .75 Collections Officer (w/benefits)            | 34,060   |
| ▪ 1.0 Telephone Customer Service Rep (w/benefits) | 27,885   |

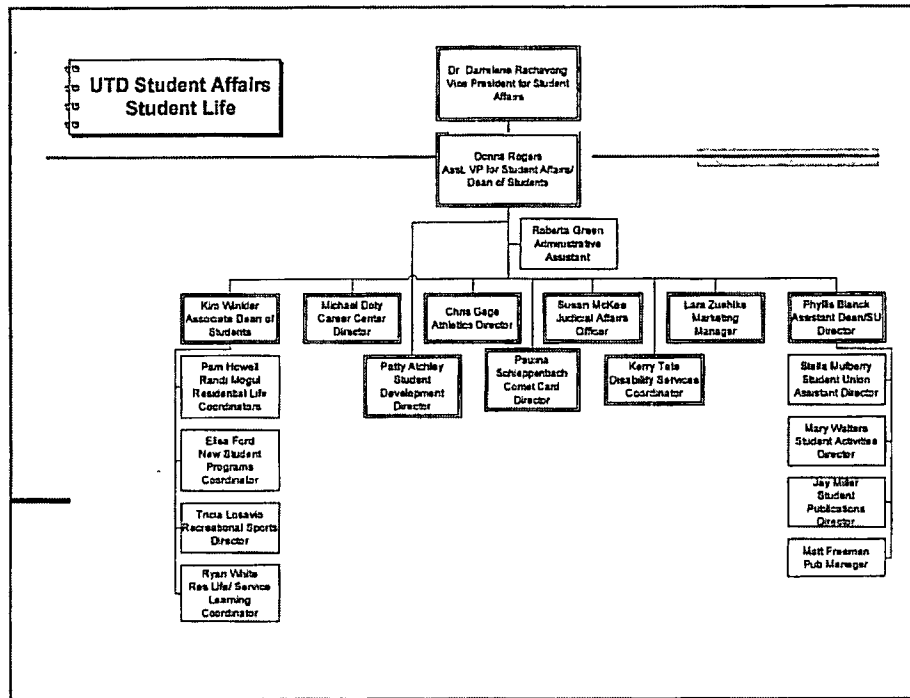
# Student Affairs

## FY 2006-2007 Budget Presentation

### Organization

The University of Texas at Dallas  
Division of Student Affairs





## Mission

The role of Student Affairs is to provide innovative, first-rate services and programs to students from enrollment to graduation. Student Affairs supports the University's commitment to producing engaged graduates, prepared for life, work and leadership in a constantly changing world.



## Major Initiatives for 2006-2007

---

- ❑ Begin Construction of Student Services Building
- ❑ Offer 3 Living-Learning Communities
- ❑ Strengthen Counseling & Health Services
- ❑ Add “Crush” to Spirit Program
- ❑ Strengthen Athletics Program – Add Golf Coach & Assistant Athletic Trainer

## Major Initiatives for 2006-2007 (con’t)

---

- ❑ Implement New Technologies
- ❑ Strengthen Employer Development & Career Center Internship Program
- ❑ Prepare for SACS Accreditation
- ❑ Continue to Improve Residential Housing for Students
- ❑ Develop Leadership Education & The Center for Campus and Community Engagement

## Projected Five/Ten-Year Initiatives

- ☐ Alcohol/Substance Abuse Program
- ☐ Enhanced Parent & Family Association
- ☐ Expanded Recreational Sports Program
- ☐ Expanded Greek System to include Greek Housing
- ☐ Student Union Expansion
- ☐ Scholarship Office
- ☐ Athletic Fee
- ☐ Additional Housing

## FY 2007 Student Fee Budget Summary

<b>Funding Source</b>	<b>Total Requested</b>
Medical Services Fee	\$1,195,791
Recreational Fee	\$2,576,982
Student Service Fee	\$5,857,019
Student Union Fee	\$2,448,157
International Special Services Fee	\$523,256
<b>TOTAL</b>	<b>\$12,601,205</b>

## Comet Card Operations

317569

Funding Source: \$1.25 SCH of Technology Fee

	FY 2006	FY 2007 Changes	FY 2007 Budget
EXPENDITURES	\$380,000		\$400,000
CONTINGENCY	\$120,000		\$100,000
TOTAL	\$500,000		\$500,000

Covering 4% Merit & .7% Vacation Pool Reserves with  
Contingency Funds

## Housing Operations

Funding Source: Housing Revenues

	FY 2006	FY 2007 Changes	FY 2007 Budget
EXPENDITURES	\$155,500	\$6,890	\$162,390

Funds 2 FTE, M&O, and Travel

### CHANGES:

•4% Merit & .7% Vacation Pool Reserves

?

## Student Systems

Funding Source: State Appropriations

	<u>FY 2006</u>	<u>FY 2007 Changes</u>	<u>FY 2007 Budget</u>
EXPENDITURES	\$145,743	\$6,282	\$152,025

Funds 2 FTE, M&O, and Travel

CHANGES:

-4% Merit & .7% Vacation Pool Reserves

NC

## Academic Integrity

Funding Source: State Appropriations

	<u>FY 2006</u>	<u>FY 2007 Changes</u>	<u>FY 2007 Budget</u>
EXPENDITURES	\$61,800	\$2,925	\$64,725

CHANGES:

-4% Merit & .7% Vacation Pool Reserves

NC

## Career Center Internship Program

Funding Source: State Appropriations

	<u>FY 2006</u>	<u>FY 2007 Changes</u>	<u>FY 2007 Budget</u>
EXPENDITURES	\$145,452	\$6,463	\$151,915

Funds 3.5 FTE, Student Wages & Travel

CHANGES:

•4% Merit & .7% Vacation Pool Reserves

## Galerstein Women's Center

Funding Source: State Appropriations

	<u>FY 2006</u>	<u>FY 2007 Changes</u>	<u>FY 2007 Budget</u>
EXPENDITURES	\$135,681	\$11,714	\$147,395

CHANGES:

- ✓•\$4,400 Increase Student Wages
- ✓•\$1,500 Travel Increase for Professional Development
- Remainder 4% Merit & .7% Vacation Pool Reserves

## Multicultural Center

Funding Source: State Appropriations

	<u>FY 2006</u>	<u>FY 2007 Changes</u>	<u>FY 2007 Budget</u>
EXPENDITURES	\$32,000	\$1,515	\$33,515

Funds 1 FTE with responsibilities focused on recruitment & retention

**CHANGES:**

•4% Merit & .7% Vacation Pool Reserves

## Financial Aid Office

Funding Source: State Appropriations

	<u>FY 2006</u>	<u>FY 2007 Changes</u>	<u>FY 2007 Budget</u>
EXPENDITURES	\$907,179	\$69,776	\$976,955

**CHANGES:**

✓ •\$30,731 Reallocation of % of Director Salary Previously Funded by Administrative Financial Aid Allowances; Allowances Not Sufficient to Cover the Expense

•Remainder Is 4% Merit & .7% Vacation Pool Reserves

## Records & Registration

Funding Source: State Appropriations, Records Processing Fee, Late/Reinstatement Fees

EXPENDITURES	FY 2006	FY 2007 Changes	FY 2007 Budget
Records Processing Fee & Late/Reinstatement Fees	\$851,338	\$83,847	\$935,185
State Appropriation	\$273,894	\$19,541	\$293,435
Total Expenditures	\$1,125,232	\$103,388	\$1,228,620

### CHANGES:

- ✓ \$36,688 Annual Maintenance Agreements (AdAstra, CAS, DARS)
- ✓ \$33,800 Salary for 1 FTE
- ✓ \$ 4,400 Travel Increase for Professional Meetings
- Remainder is 4% Merit & .7% Vacation Pool Reserves & Other Salary Adjustments

## Vice President for Student Affairs

Funding Source: State Appropriations, Designated Tuition & Records Processing Fee

EXPENDITURES	FY 2006	FY 2007 Changes	FY 2007 Budget
Designated Tuition (M&O & Travel)	\$51,855		\$51,855
State Appropriation (Salaries & M&O)	\$328,435	\$13,805	\$342,240
Records Processing Fee (M&O & Capital)	\$39,000	\$0	\$39,000
Total Projected Expenditures	\$419,290	\$13,805	\$433,095

### CHANGES:

- 4% Merit & .7% Vacation Pool Reserves



## State Appropriations Summary

	FY 2006	FY 2007 Changes	FY 2007 Budget
Student Systems	\$145,743	\$6,282	\$152,025
Academic Integrity	\$61,800	\$2,925	\$64,725
Career Center	\$145,452	\$6,463	\$151,915
Women's Center	\$135,681	\$11,714	\$147,395
Multicultural Center	\$32,000	\$1,515	\$33,515
Financial Aid	\$907,179	\$69,776	\$976,955
Registrar	\$273,894	\$19,541	\$293,435
VP SA	\$328,435	\$13,805	\$342,240
<b>TOTAL</b>	<b>\$2,030,184</b>	<b>\$132,021</b>	<b>\$2,162,205</b>

## Designated Tuition Summary

	FY 2006	FY 2007 Changes	FY 2007 Budget
VP SA	\$51,855		\$51,855

## FY 2007 Records Processing & Late/Reinstatement Fees Summary

	FY 2006	FY 2007 Changes	FY 2007 Budget
VP SA	\$39,000		\$39,000
Registrar	\$851,338	\$83,847	\$935,185
<b>TOTAL</b>	<b>\$890,338</b>	<b>\$83,847</b>	<b>\$974,185</b>

## Leadership Education & Center for Campus & Community Engagement

Option 1		Option 2	
Director	\$60,000	Director Salary Adjustment	\$10,000
Administrative Assistant	\$28,000	Administrative Assistant	\$28,000
Wages	\$5,000	Coordinator	\$30,000
Leadershape	\$70,000	Wages	\$5,000
M&O	\$15,000	Leadershape	\$70,000
Travel	\$1,000	M&O	\$15,000
TOTAL	\$179,000	Travel	\$2,000
		TOTAL	\$160,000

✓ New Office ✓

✓ Could use current space ✓

Center would initially include Service Learning & sponsorship of service organizations such as Alpha Phi Omega, a service fraternity. Service Learning is funded by Student Services Fee.