



University  
of Houston  
Clear Lake

# AGENDA

## Planning & Budgeting Committee

February 7, 2019 – Bayou Bldg. 1228

PBC Vice-Chair – Mark Denney

PBC Chair – Dr. Tim Michael

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Time	<u>Action Item</u>	Presenter
5 min.	Approval of January 10, 2019 Minutes	Dr. Michael
	<u>Information/Discussion Items</u>	
15 min.	December & January Strategic Hiring Update	Deja Sero
20 min.	Legislative Update	Deja Sero

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### Members In Attendance

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Patricia Cuchens, Daniel Maxwell, Tim Michael, Carol Pruitt, Darius Randle, Deja Sero, Gene Shan, Leigh Ann Shelfer, Mark Shermis

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### Members Absent

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Steven Berberich, Sarah Costello, Mark Denney, Michelle Giles, Nick Kelling, Laura Wilder, Paul Withey, Chloris Yue

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### Alternates Present

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Pat McCormack, Cengiz Sisman

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### Guest

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Caron Park

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### Approval of Minutes

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The Chair asked if there were any changes or corrections to the January 10, 2019 minutes. With no changes or corrections noted, a motion was made and seconded to accept the minutes as presented. (*Minutes approved*)

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### Information/Discussion Items

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➤ December and January Strategic Hiring Update

Ms. Deja Sero said the last Strategic Hiring update was at our November meeting and what she is presenting at this meeting is for December and January. She said the backfill are vacancies that were approved to be backfilled and have been posted online. The Student Affairs positions are not funded and will not be part of the priority list. They are positions in Student Affairs to establish the division of Student Affairs infrastructure in anticipation of future enrollment growth. Dr. Maxwell said that the Asst. VP for Student Affairs and Dean of Students and the Asst. VP for Student Affairs and Director of Counseling Service positions currently exist. One is the Executive Director of Career Counseling and Health, and the other is the Dean of Students. Dr. Maxwell said they are funded positions and his proposal is to retitle them. His recommendation is that this is a standalone division because its funding is from student or auxiliary fees (with the exception of his position). At this time, none of these positions has any impact on institutional or student fee dollars. Ms. Sero said that any position returned by the Strategic Hiring Committee or Dr. Blake would be returned to the hiring manager and they would be given the reason it was returned. Positions that are approved are posted online within a week of being submitted. Dr. Michael requested a running total of submitted and approved positions. Ms. Sero said she would suggest this to VP Denney and added that these are all positions that existed and have base funded dollars. These are not positions that were cut in the base budget.

<b>Strategic Hiring Committee Actions for December and January</b>			
<b>Position Title</b>	<b>Department</b>	<b>Division</b>	<b>Reason for Request</b>
Associate Director, Financial Aid	Financial Aid	Academic Affairs	Backfill
Assoc. VP for Student Affairs (Non-Funded)	Student Affairs	Student Affairs	New Position
Asst. VP for Student Affairs and Dean of Students (Non-Funded)	Student Affairs	Student Affairs	New Position
Asst. VP, Global Learning/Sr. International Officer	International	Academic Affairs	Reclass/Backfill
Asst. VP for Student Affairs and Director of Counseling Services (Non-Funded)	Student Affairs	Student Affairs	New Position
Assistant Professor, Mathematics	CSE	Academic Affairs	Backfill
Client-Server Database Analyst	UCT	Academic Affairs	Backfill
College Business Administrator	HSH	Academic Affairs	Backfill
Development Officer II	University Advancement	President's Office	Re-Class
Director, Alumni Engagement	University Advancement	University Advancement	Re-class
Director, Budget and Planning	Budget Office	VPAF	Re-class
Director, Grounds and Custodial Services	FMC	VPAF	Backfill
Director, Planning and Assessment	COE	Academic Affairs	Backfill
Director, Assessment and Planning (Non-Funded)	Student Affairs	Student Affairs	New Position
Director, Veterans Services	VSO	Student Affairs	Backfill
Divison Business Coordinator	Academic Affairs	Academic Affairs	Backfill
Enrollment Management Counselor	Admissions	Enrollment Management	Backfill
Executive Director, Recruitment and Admissions	Enrollment Management	Enrollment Management	Re-class
Executive Secretary	Student Success & Initiatives	Academic Affairs	Backfill
Financial Aid Counselor	Financial Aid	Enrollment Management	Backfill
Manager, Student Conferences	Student Affairs	Student Affairs	Re-class
Program Assistant	HSH	Academic Affairs	Backfill
Program Assistant, Math Center	Math Center	Academic Affairs	Backfill
Program Assistant, Writing Center	Student Success	Academic Affairs	Backfill
Program Coordinator I	Math Center	Academic Affairs	Promotion
Program Coordinator I	Center for Faculty Develop	Academic Affairs	Re-class
Proposal Writer	University Advancement	President's Office	Backfill
Senior Budget Analyst	Budget Office	VPAF	Backfill
Senior Secretary	Computer Science	CSE	Backfill

Note: The non-funded positions in Student Affairs are to establish the Division of Student Affairs infrastructure in anticipation of future enrollment growth.

➤ Legislative Update (see below)

Ms. Sero said we asked for restoration for our non-formula support and they are listed in order below. She said that the legislatures are currently discussing the Hazelwood funding and that it is a Texas university priority. We have seen a large increase in the Hazelwood exemptions, which is a waiver that our military students and their families receive. With the influx of population growth, we are seeing more of the children use this Hazelwood exemption, rather than the military personnel. It cost us around \$4.5 to \$5 million per year in Hazelwood exemptions. The state does not fund these, but we are required to give the exemption. She said that the house and the senate decided to keep the formula funding rate at 55.82 and they are not proposing an increase. In order to do this they had to increase the general revenue. She said both the house and the senate let us keep 100% of our Hold Harmless and they fully funded it for the next biennium. There are pros and cons with this with regard to where they put it. Ms. Sero said that we have grown in our undergraduate students, but we have declined in our non-resident students. Enrollment and head count are growing, but our dollars are diminishing. She said the house put all of the Hold Harmless into our Institutional Enhancement and this has become a funding source for all institutions as part of their operation. The pro is the longevity of Institutional Enhancement and that we have those dollars. The con is that they will start looking at our non-formula support from our last biennium and they will continue to look at it and try to reduce those amounts. The Hold Harmless is about \$3.6 million per year (\$7.2 million for the next biennium). She said under Senate Appropriations they are recommending another 10% cut to our Downward Expansion. They want to cut any items that generate formula and any items that are considered startup cost prior to 2010 biennium. Ms. Sero

said this year they provided us less formula funding than the house, because they are using a predicted square feet adjustment for courses that are offered online. It is almost \$7,000 less than the house in our formula funding. Higher Education is on the low end this year, because the Governor, Lt. Governor and House Speaker want to raise salaries in K-12 and cut property taxes. The Tuition Revenue Bond (TRB) that we submitted for the second phase of our STEM building has not been discussed.

### UHCL Legislative Priorities

- Restoration of Non-Formula Support
  - Downward Expansion
  - Institutional Enhancement
  - Center for Autism and Developmental Disabilities
  - Environmental Institute of Houston
  - High Technologies Laboratory
- Hazelwood Funding
- Restoration of instruction and operations formula to 2010-11 level 62.19 (currently 55.82)

### House Appropriations Recommendations

- No reduction to Non-Formula items.
- Hold Harmless funding is 100% retained but reallocated to Institutional Enhancement
- \$8,070 biennium increase to 152,618 for Comprehensive Research Fund, still down from FY16-17 of 209,756
- 2.65% total biennium increase recommendation (1.33% per year)

### Senate Appropriations Recommendations

- 10% reduction to Downward Expansion (due being identified as formula generating)
  - This will be our 2<sup>nd</sup> reduction to DE for a total reduction from the 16-17 biennium of 41% (2.65 mil)
- Hold Harmless funding is 100% retained and remained in the Institutional & Operations Strategy
- Less formula funding due to “Predicted Square Feet” adjustment for courses that are offered online
- \$8,070 biennium increase to 152,618 for Comprehensive Research Fund, still down from FY16-17 of 209,756
- .99% total biennium increase recommendation

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### Announcements

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Senate Finance Committee Hearing February 13<sup>th</sup>

House Appropriations Hearing February 18<sup>th</sup>

UHCL day February 19<sup>th</sup>

With no further business to discuss, this meeting was adjourned.

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### Next Meeting

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March 7, 2019 – Bayou 1228

