

University of Houston Clear Lake

Planning and Budget Committee

Thursday, Dec 12, 2019

Present – see attached sign in sheet

Agenda:

1. Approval of Nov 19 Meeting notes
 - a. The notes were approved unanimously, and will be posted to the Shared Governance Web Site.
2. Discussion for University Council
 - a. Mark Denney lead the discussion of the following items in preparation for the University Council meeting later the same day:
 - i. Tuition and fee proposals and the recommendation from PBC. PBC had supported all proposed tuition and fee recommendations, however, three items (see below) had not been supported by SGA. The question was if PBC was still going to recommend those tuition and fee increases to University Council, despite SGA not supporting them. A detailed discussion was held where the points in the detailed support document (attached) were discussed. In the end, it was agreed that PBC would still recommend all tuition and fee proposals to University Council. The format for UC will be for Mark Denney to present, offer the SGA President to rebut on the specific items where they did not support and then to call for a vote from UC.
 - ii. Two new items not presented to either SGA or PBC. Two items were brought forward by Mark Denney for consideration that were not part of the tuition and fee proposals considered by SGA or PBC:
 1. Parking fee increase for Staff and Faculty. A parking fee increase for students was presented and supported by both SGA and PBC. However, Mark Denney originally did intend to propose an increase for Staff and Faculty as well, but thought that did not need to go to the Board of Regents in Feb, and therefore, assumed there was time to fully route through Shared Governance before having a formal proposal approved. However, that was incorrect, and an increase in parking fees applicable to staff and faculty did need to be considered along with students. This was presented to the Parking Subcommittee, but they did not offer an opinion, and had not yet gone before FSSC. Despite this, PBC did support the increase.
 - a. Increasing parking for staff was supported by PBC with a vote of 12-0-2 (Y-N-A)
 2. Minimum declining balance plan – a proposal to increase the minimum mandatory plan from the current \$700 to \$1,000 was supported by both SGA and PBC, however, in a meeting with Chartwells' it was identified

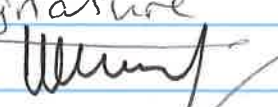
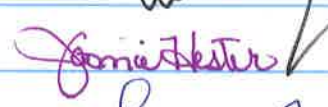



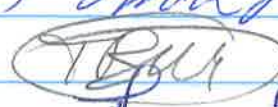
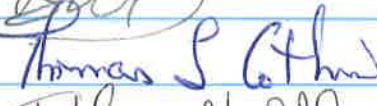
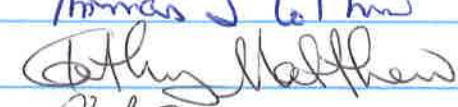





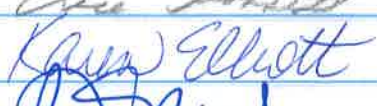

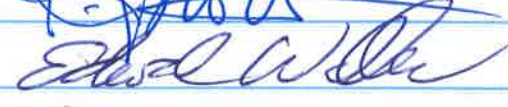


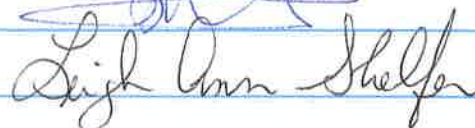
that they were expecting a minimum guarantee of \$1,400. There was a lot of discussion surrounding this, especially an offer from Chartwells' to offer the min at \$1,400 but charge students only \$1,260, equating a 10% discount. In the end, it was agreed to not make any change to the proposal as reviewed and approved and to continue to work with Chartwells' to improve sales and to encourage students to add to their declining balance accounts vs. purchasing food at the Patio Café and other Chartwells' locations through means other than their dining dollars.

- a. Keeping the minimum declining balance at the proposed \$1,000 was supported by PBC with a vote of 13-0-0 (Y-N-A)
3. Deja Sero gave an update on the Budget Calendar, and that Budget Initiatives needed to be presented to their Vice Presidents in January and that PBC should schedule to hear initiatives at the February meeting of PBC.
 - a. Questions were asked about remaining unfunded initiative form the prior year (2018-19). As a refresher, initiatives were submitted forward through each of the respective Divisions. They were classified into three categories:
 - i. Priority "A" (must do)
 - ii. Priority "B" (should do)
 - iii. Priority "C" (would like to do)
 - b. Only Priority "A" initiatives were brought forward to the Planning and Budget Dept. for inclusion into the budget process. All Priority "A" initiatives were either funded or were not supported by leadership. Therefore, there is no unfunded list of Initiatives from the prior year. Priority "B" and "C" initiatives form the prior year may come forward, but as new initiatives.
4. Strategic Hiring Committee update. A list of positions brought forward to the Strategic Hiring Committee over the summer and for Fall Semester was presented (attached here).
 - a. Questions came up concerning positions not listed, but that faculty thought had been submitted by the dept. chairs or deans. It was agreed to forward the question to the Provost's office for resolution.

The meeting was adjourned with no added topics.

PBC Meetings

Dec. 12, 2019

Name	Signature
Ivelina Pavlova-stout	
Jamie Hester	
Sarah Costello	
Nick Keuning (guest)	
Mike McMullen (guest)	
Tim Michael	
Thomas Cothran	
Kathy Matthew	
Aaron Hart	
Steve Berberich	
Walter Thompson	
Brian Stephens	
Lisa Garrett	
Karen Elliott	
RICK SHORT	
Edward Waller	
Vg m ^c Clendon	
Xiao (Lilae) Li	
Leigh Ann Shelter	

University of Houston-Clear Lake
FY2021 and FY2022 Tuition and Fee Changes
Presented to SGA and PBC November 12, 2019

Blue	Supported
Tan:	Not supported

Description	Current Rate	Change	FY21 Proposed Rate	Change	FY22 Proposed Rate	Justification/Benefit	SGA Support Results				PBC Support Results			
							SUPPORT	NON-SUPPORT	ABSTAIN	TOTAL	SUPPORT	NON-SUPPORT	ABSTAIN	TOTAL
<u>General Designated Tuition</u>														
Designated Undergraduate Resident Tuition	\$184.19/SCH	\$5.11/SCH	\$190/SCH	\$6/SCH	\$196/SCH	Revenue generated will support University initiatives that include new support for the growing undergraduate academic programs, student scholarships, and increasing costs in operations.	27	17	9	53	11	0	0	11
Designated Undergraduate Non-Resident Tuition	\$322/SCH	\$10/SCH	\$332/SCH	\$10/SCH	\$342/SCH	Revenue generated will support University initiatives that include new support for the growing undergraduate academic programs, student scholarships, and increasing costs in operations.	30	18	12	60	11	0	0	11
<u>Differential Designated Tuition (DDT)</u>														
College of Business - Undergraduate	\$10/SCH	\$5/SCH	\$15/SCH	\$0	\$15/SCH	New revenue will be used to support faculty necessary to meet AACSB standards relating to faculty sufficiency and faculty research. Will also be able to support growing student enrollment while maintaining compliance with AACSB standards.	15	23	21	59	13	0	0	13
College of Business - Graduate	\$65/SCH	\$12/SCH	\$77/SCH	\$0	\$77/SCH	New revenue will be used to support faculty necessary to meet AACSB standards relating to faculty sufficiency and faculty research. Will also be able to support growing student enrollment while maintaining compliance with AACSB standards.	12	17	32	61	13	0	0	13
<u>Mandatory Fees</u>							SUPPORT	NON-SUPPORT	ABSTAIN	TOTAL	SUPPORT	NON-SUPPORT	ABSTAIN	TOTAL
Student Service Fee	\$40/SCH	\$240 max	\$12 max	\$252 max	\$252 max	Psychologist, COB/HSB embedded tutors, writing center sat/Sunday, SDEI student ambassadors (8), doctoral internship m&o, STEM Career Coordinator, SAC Foster Student Support Conferences, Publications student intern stipends (4), Student Involvement leadership/community engagement m&o, Publication student workers (2), Stud Involve spirit/traditions programming, Rec/Well Healthy Campus salary support, Writing Center increase in weekly hours, SSC ID Card ribbon shredder (2)	43	10	6	59	11	0	0	11
Recreation and Wellness Center Fee	\$110/Sem	\$11/Sem	\$121/Sem	\$12/Sem	\$133/Sem	Create funding for student staffing and outdoor spaces not included in original pro form. Will provide financial support for student focused programming provided by the department and alleviate some of the financial pressures related to the expenses of supplies and equipment needed for day to day operation of the RWC and other spaces managed by the department.	25	30	7	62	12	1	0	13
Information Resources Fee	\$26/SCH	\$312 max	\$36 max	\$348 max	\$348 max	UCT: 1 FTE Network Administrator and 1 FTE System Administrator need per the UH IT review. Additionally, 1 FTE Application Developer to assist with conversions and internal projects. Funds will also support the acquisition and maintenance of network monitoring software. Library: Increase will support develop expanded online support, resources, technology and furnishing needs for today's students. 1) to maintain current levels of resources and services; 2) restore the purchasing power of the library's materials budget, and 3) preserve library services for students and faculty.	26	12	17	55	11	0	0	11
Academic Records Fee	\$28/Sem	\$1/Sem	\$29/Sem	\$1/Sem	\$30/Sem	Upgrade the catalog and curricular systems. Two software applications will be purchased to create a singular point of entry for data with a global update capability as well as provide ability to publish degree programs to the web directly.	39	12	9	60	11	0	0	11
International Education Fee	\$2/Sem	\$2/Sem	\$4/Sem	0	4	1. Competitive award to provide merit-based financial support to students who may not qualify for financial aid, private loans, and or assistance. 2. Grants for non-degree students seeking international exchange at UHCL, which will increase international student enrollment and recruitment efforts. 3. Funds will support a more significant number of students and UHCL faculty-led programs. 4. Emergency funds will be more readily available for students facing financial difficulty due to an emergency that occurs during their program. 5. Increase enrollment in non-traditional education abroad programs such as credit-bearing unpaid internships, research abroad, and NGO positions.	33	15	8	56	11	0	0	11

University of Houston-Clear Lake
FY2021 and FY2022 Tuition and Fee Changes
Presented to SGA and PBC November 12, 2019

Blue	Supported
Tan:	Not supported

Description	Current Rate	Change	FY21 Proposed Rate	Change	FY22 Proposed Rate	Justification/Benefit	SGA Support Results				PBC Support Results			
<u>Optional Fees</u>							SUPPORT	NON-SUPPORT	ABSTAIN	TOTAL	SUPPORT	NON-SUPPORT	ABSTAIN	TOTAL
Graduate Program Research Fee	80	20	100	0	100	Provide ability to purchase software and databases and will enhance its chances of accreditation success by continuing to support the research agendas and teaching methodologies of the college's faculty, benefiting both faculty members and students. Faculty research success is necessary for both business and separate accounting accreditation.	26	19	14	59	11	0	0	11
International Student Application Fee	75	10	85	0	85	An increase in the application fee would assist in funding technology and resources that would decrease processing time from application to enrollment. This cutting-edge technology known as TerraDotta would allow OIAP to restructure our current organization, improve student engagement and system comprehensiveness. It would allow us to streamline the decision-making process by providing the academic departments with an electronic way to view application documents, which will greatly decrease the wait time for applicants. It would also provide funding for training of staff members to keep up with the current trends in enrollment management.	24	19	11	54	11	0	0	11
International Student Records Processing	\$65/Sem	\$35/Sem	\$100/Sem	0	100	Fund technology and resources that would increase the services to the F-1 international student population. a) better support student inquiries and software can be used for application processing and education abroad compliance and applications; b) provide additional programming to students including webinar series and pre-arrival support, which could increase enrollment and student success in the United States; c) speed up time-sensitive responses including: internship requests, concurrent enrollment, travel endorsements, pre-employment authorization; and d) support the additional reporting requirements from Homeland Security	19	14	19	52	11	0	0	11
Education Abroad Application Fee	0	75	75	0	75	1. Enhanced online student experience through a new integrated study abroad online portal 2. Strategic recruitment and outreach ventures; 3. Increased online advising and processing; 4. Virtual online services such as chats and online webinars; 5. Increased funding for the development and implementation of a variety of educational programs, information sessions, pre-departure events, and special interest groups; 6. UHCL campus education abroad programming such as alumni mixers, speaker series, and country highlight programs. 7. Create a searchable catalog of the hundreds of education abroad programs, internships, scholarships, etc.	20	21	10	51	11	0	0	11
Parking- Students, Staff, & Faculty	\$85/Annual	\$135/Annual	\$2/Annual	\$135/Annual	0 at \$135/Annual	To support the significant increased costs in the parking department related to staffing and parking lot operations and maintenance	31	17	3	51	11	0	0	11
Payment Plan Service Fee	15	5	20	\$0	20	Defray partial high rising operational costs of Student Business Services and allow reallocation of other funding to academic programming.	3	38	9	50	11	0	0	11
Declining Balance/M Meal Plan	\$700/Sem	\$300/Sem	\$1,000/Sem	0	1000	Current meal plan is not sufficient to cover the average meal costs for a semester. This increase provides more revenue thereby enhancing the dining service program on campus including hours of operation, quality, selection, etc..	24	6	20	50	11	0	0	11

Note: PBC Support Results were added to this file by Mark Denney, based on results of votes in PBC meeting on 11/19/2019

Resident Undergraduate**Tuition and Mandatory Fees**

	Fiscal Year 2019-2020				Fiscal Year 2020-2021						Fiscal Year 2021-2022					
	\$ per SCH	SCH	\$ per Semester	\$ / Yr	\$ per SCH	SCH	\$ per Semester	\$ per Year	\$ Increase	\$ Inc / Yr	\$ per SCH	SCH	\$ per Semester	\$ per Year	\$ Increase	\$ Inc / Yr
Statutory Tuition	\$ 50.00	15	\$ 750.00	\$ 1,500.00	\$ 50.00	15	\$ 750.00	\$ 1,500.00	\$ -	\$ -	\$ 50.00	15	\$ 750.00	\$ 1,500.00	\$ -	\$ -
Designated Tuition	\$ 184.19	15	\$ 2,762.85	\$ 5,525.70	\$ 190.00	15	\$ 2,850.00	\$ 5,700.00	\$ 87.15	\$ 174.30	\$ 196.00	15	\$ 2,940.00	\$ 5,880.00	\$ 90.00	\$ 180.00
Student Service Fee	\$ 40.00	15	\$ 240.00	\$ 480.00	\$ 42.00	15	\$ 252.00	\$ 504.00	\$ 12.00	\$ 24.00	\$ 42.00	15	\$ 252.00	\$ 504.00	\$ -	\$ -
Student Center Fee			\$ 30.00	\$ 60.00			\$ 30.00	\$ 60.00	\$ -	\$ -			\$ 30.00	\$ 60.00	\$ -	\$ -
Recreation and Wellness Center Fee			\$ 110.00	\$ 220.00			\$ 121.00	\$ 242.00	\$ 11.00	\$ 22.00			\$ 133.00	\$ 266.00	\$ 12.00	\$ 24.00
Information Resources Fee	\$ 26.00	15	\$ 312.00	\$ 624.00	\$ 29.00	15	\$ 348.00	\$ 696.00	\$ 36.00	\$ 72.00	\$ 29.00	15	\$ 348.00	\$ 696.00	\$ -	\$ -
Extended Access and Support Fee	\$ 7.00	15	\$ 63.00	\$ 126.00	\$ 7.00	15	\$ 63.00	\$ 126.00	\$ -	\$ -	\$ 7.00	15	\$ 63.00	\$ 126.00	\$ -	\$ -
Academic Records Fee			\$ 28.00	\$ 56.00			\$ 28.00	\$ 56.00	\$ -	\$ -			\$ 28.00	\$ 56.00	\$ -	\$ -
International Education Fee			\$ 2.00	\$ 4.00			\$ 4.00	\$ 8.00	\$ 2.00	\$ 4.00			\$ 4.00	\$ 8.00	\$ -	\$ -
Total Tuition and Mandatory fee Increases:			\$ 4,297.85	\$ 8,595.70			\$ 4,446.00	\$ 8,892.00	\$ 148.15	\$ 296.30			\$ 4,548.00	\$ 9,096.00	\$ 102.00	\$ 204.00
									3.4%	3.4%					2.3%	2.3%

Nonresident Undergrauate**Tuition and Mandatory Fees**

	Fiscal Year 2019-2020				Fiscal Year 2020-2021						Fiscal Year 2021-2022					
	\$ per SCH	SCH	\$ per Semester	\$ / Yr	\$ per SCH	SCH	\$ per Semester	\$ per Year	\$ Increase	\$ Inc / Yr	\$ per SCH	SCH	\$ per Semester	\$ per Year	\$ Increase	\$ Inc / Yr
Statutory Tuition	\$ 472.00	15	\$ 7,080.00	\$ 14,160.00	\$ 472.00	15	\$ 7,080.00	\$ 14,160.00	\$ -	\$ -	\$ 472.00	15	\$ 7,080.00	\$ 14,160.00	\$ -	\$ -
Designated Tuition	\$ 322.00	15	\$ 4,830.00	\$ 9,660.00	\$ 332.00	15	\$ 4,980.00	\$ 9,960.00	\$ 150.00	\$ 300.00	\$ 342.00	15	\$ 5,130.00	\$ 10,260.00	\$ 150.00	\$ 300.00
Student Service Fee	\$ 40.00	15	\$ 240.00	\$ 480.00	\$ 42.00	15	\$ 252.00	\$ 504.00	\$ 12.00	\$ 24.00	\$ 42.00	15	\$ 252.00	\$ 504.00	\$ -	\$ -
Student Center Fee			\$ 30.00	\$ 60.00			\$ 30.00	\$ 60.00	\$ -	\$ -			\$ 30.00	\$ 60.00	\$ -	\$ -
Recreation and Wellness Center Fee			\$ 110.00	\$ 220.00			\$ 121.00	\$ 242.00	\$ 11.00	\$ 22.00			\$ 133.00	\$ 266.00	\$ 12.00	\$ 24.00
Information Resources Fee	\$ 26.00	15	\$ 312.00	\$ 624.00	\$ 29.00	15	\$ 348.00	\$ 696.00	\$ 36.00	\$ 72.00	\$ 29.00	15	\$ 348.00	\$ 696.00	\$ -	\$ -
Extended Access and Support Fee	\$ 7.00	15	\$ 63.00	\$ 126.00	\$ 7.00	15	\$ 63.00	\$ 126.00	\$ -	\$ -	\$ 7.00	15	\$ 63.00	\$ 126.00	\$ -	\$ -
Academic Records Fee			\$ 28.00	\$ 56.00			\$ 29.00	\$ 58.00	\$ 1.00	\$ 2.00			\$ 30.00	\$ 60.00	\$ 1.00	\$ 2.00
International Education Fee			\$ 2.00	\$ 4.00			\$ 4.00	\$ 8.00	\$ 2.00	\$ 4.00			\$ 4.00	\$ 8.00	\$ -	\$ -
Total Tuition and Mandatory fee Increases:			\$ 12,695.00	\$ 25,390.00			\$ 12,907.00	\$ 25,814.00	\$ 212.00	\$ 424.00			\$ 13,070.00	\$ 26,140.00	\$ 163.00	\$ 326.00
									1.7%	1.7%					1.3%	1.3%

Resident Graduate**Tuition and Mandatory Fees**

	Fiscal Year 2019-2020				Fiscal Year 2020-2021						Fiscal Year 2021-2022					
	\$ per SCH	SCH	\$ per Semester	\$ / Yr	\$ per SCH	SCH	\$ per Semester	\$ per Year	\$ Increase	\$ Inc / Yr	\$ per SCH	SCH	\$ per Semester	\$ per Year	\$ Increase	\$ Inc / Yr
Statutory Tuition	\$ 100.00	9	\$ 900.00	\$ 1,800.00	\$ 100.00	9	\$ 900.00	\$ 1,800.00	\$ -	\$ -	\$ 100.00	9	\$ 900.00	\$ 1,800.00	\$ -	\$ -
Designated Tuition	\$ 320.00	9	\$ 2,880.00	\$ 5,760.00	\$ 320.00	9	\$ 2,880.00	\$ 5,760.00	\$ -	\$ -	\$ 320.00	9	\$ 2,880.00	\$ 5,760.00	\$ -	\$ -
Student Service Fee	\$ 40.00	9	\$ 240.00	\$ 480.00	\$ 42.00	9	\$ 252.00	\$ 504.00	\$ 12.00	\$ 24.00	\$ 42.00	9	\$ 252.00	\$ 504.00	\$ -	\$ -
Student Center Fee			\$ 30.00	\$ 60.00			\$ 30.00	\$ 60.00	\$ -	\$ -			\$ 30.00	\$ 60.00	\$ -	\$ -
Recreation and Wellness Center Fee			\$ 110.00	\$ 220.00			\$ 121.00	\$ 242.00	\$ 11.00	\$ 22.00			\$ 133.00	\$ 266.00	\$ 12.00	\$ 24.00
Information Resources Fee	\$ 26.00	9	\$ 234.00	\$ 468.00	\$ 29.00	9	\$ 261.00	\$ 522.00	\$ 27.00	\$ 54.00	\$ 29.00	9	\$ 261.00	\$ 522.00	\$ -	\$ -
Extended Access and Support Fee	\$ 7.00	9	\$ 63.00	\$ 126.00	\$ 7.00	9	\$ 63.00	\$ 126.00	\$ -	\$ -	\$ 7.00	9	\$ 63.00	\$ 126.00	\$ -	\$ -
Academic Records Fee			\$ 28.00	\$ 56.00			\$ 28.00	\$ 56.00	\$ -	\$ -			\$ 28.00	\$ 56.00	\$ -	\$ -
International Education Fee			\$ 2.00	\$ 4.00			\$ 4.00	\$ 8.00	\$ 2.00	\$ 4.00			\$ 4.00	\$ 8.00	\$ -	\$ -
Total Tuition and Mandatory fee Increases:			\$ 4,487.00	\$ 8,974.00			\$ 4,539.00	\$ 9,078.00	\$ 52.00	\$ 104.00			\$ 4,551.00	\$ 9,102.00	\$ 12.00	\$ 24.00
									1.2%	1.2%					0.3%	0.3%

Nonresident Graduate**Tuition and Mandatory Fees**

	Fiscal Year 2019-2020				Fiscal Year 2020-2021						Fiscal Year 2021-2022					
	\$ per SCH	SCH	\$ per Semester	\$ / Yr	\$ per SCH	SCH	\$ per Semester	\$ per Year	\$ Increase	\$ Inc / Yr	\$ per SCH	SCH	\$ per Semester	\$ per Year	\$ Increase	\$ Inc / Yr
Statutory Tuition	\$ 492.00	9	\$ 4,428.00	\$ 8,856.00	\$ 492.00	9	\$ 4,428.00	\$ 8,856.00	\$ -	\$ -	\$ 492.00	9	\$ 4,428.00	\$ 8,856.00	\$ -	\$ -
Designated Tuition	\$ 464.00	9	\$ 4,176.00	\$ 8,352.00	\$ 464.00	9	\$ 4,176.00	\$ 8,352.00	\$ -	\$ -	\$ 464.00	9	\$ 4,176.00	\$ 8,352.00	\$ -	\$ -
Student Service Fee	\$ 40.00	9	\$ 240.00	\$ 480.00	\$ 42.00	9	\$ 252.00	\$ 504.00	\$ 12.00	\$ 24.00	\$ 42.00	9	\$ 252.00	\$ 504.00	\$ -	\$ -
Student Center Fee			\$ 30.00	\$ 60.00			\$ 30.00	\$ 60.00	\$ -	\$ -			\$ 30.00	\$ 60.00	\$ -	\$ -
Recreation and Wellness Center Fee			\$ 110.00	\$ 220.00			\$ 121.00	\$ 242.00	\$ 11.00	\$ 22.00			\$ 133.00	\$ 266.00	\$ 12.00	\$ 24.00
Information Resources Fee	\$ 26.00	9	\$ 234.00	\$ 468.00	\$ 29.00	9	\$ 261.00	\$ 522.00	\$ 27.00	\$ 54.00	\$ 29.00	9	\$ 261.00	\$ 522.00	\$ -	\$ -
Extended Access and Support Fee	\$ 7.00	9	\$ 63.00	\$ 126.00	\$ 7.00	9	\$ 63.00	\$ 126.00	\$ -	\$ -	\$ 7.00	9	\$ 63.00	\$ 126.00	\$ -	\$ -
Academic Records Fee			\$ 28.00	\$ 56.00			\$ 28.00	\$ 56.00	\$ -	\$ -			\$ 28.00	\$ 56.00	\$ -	\$ -
International Education Fee			\$ 2.00	\$ 4.00			\$ 4.00	\$ 8.00	\$ 2.00	\$ 4.00			\$ 4.00	\$ 8.00	\$ -	\$ -
Total Tuition and Mandatory fee Increases:			\$ 9,311.00	\$ 18,622.00			\$ 9,363.00	\$ 18,726.00	\$ 52.00	\$ 104.00			\$ 9,375.00	\$ 18,750.00	\$ 12.00	\$ 24.00
									0.6%	0.6%					0.1%	0.1%

Differential Tuition and Avg Crs fees: Undergraduate

	Fiscal Year 2019-2020				Fiscal Year 2020-2021						Fiscal Year 2021-2022					
	\$ per SCH	SCH	\$ per Semester	\$ / Yr	\$ per SCH	SCH	\$ per Semester	\$ per Year	\$ Increase	\$ Inc / Yr	\$ per SCH	SCH	\$ per Semester	\$ per Year	\$ Increase	\$ Inc / Yr
College Fees	10	15	\$ 150.00	\$ 300.00	15	15	\$ 225.00	\$ 450.00	\$ 75.00	\$ 150.00	15	15	\$ 225.00	\$ 450.00	\$ -	\$ -
College of Business DDT	50	5	\$ 250.00	\$ 500.00	50	5	\$ 250.00	\$ 500.00	\$ -	\$ -	50	5	\$ 250.00	\$ 500.00	\$ -	\$ -
College of Business Avg Crs Fee																
College of Education DDG	0	15	\$ -	\$ -	0	15	\$ -	\$ -	\$ -	\$ -	0	15	\$ -	\$ -	\$ -	\$ -
College of Education Avg Crs Fee	40	5	\$ 200.00	\$ 400.00	40	5	\$ 200.00	\$ 400.00	\$ -	\$ -	40	5	\$ 200.00	\$ 400.00	\$ -	\$ -
College of HSH DDT	5	15	\$ 75.00	\$ 150.00	5	15	\$ 75.00	\$ 150.00	\$ -	\$ -	5	15	\$ 75.00	\$ 150.00	\$ -	\$ -
College of HSH Avg Crs Fee	40	5	\$ 200.00	\$ 400.00	40	5	\$ 200.00	\$ 400.00	\$ -	\$ -	40	5	\$ 200.00	\$ 400.00	\$ -	\$ -
College of CSE DDT	5	15	\$ 75.00	\$ 150.00	5	15	\$ 75.00	\$ 150.00	\$ -	\$ -	5	15	\$ 75.00	\$ 150.00	\$ -	\$ -
College of CSE Avg Crs Fee	50	5	\$ 250.00	\$ 500.00	50	5	\$ 250.00	\$ 500.00	\$ -	\$ -	50	5	\$ 250.00	\$ 500.00	\$ -	\$ -

Differential Tuition and Avg Crs fees: Graduate

	Fiscal Year 2019-2020				Fiscal Year 2020-2021						Fiscal Year 2021-2022					
	\$ per SCH	SCH	\$ per Semester	\$ / Yr	\$ per SCH	SCH	\$ per Semester	\$ per Year	\$ Increase	\$ Inc / Yr	\$ per SCH	SCH	\$ per Semester	\$ per Year	\$ Increase	\$ Inc / Yr
College of Business DDT	65	9	\$ 585.00	\$ 1,170.00	77	9	\$ 693.00	\$ 1,386.00	\$ 108.00	\$ 216.00	77	9	\$ 693.00	\$ 1,386.00	\$ -	\$ -
College of Business Avg Crs Fee	75	5	\$ 375.00	\$ 750.00	75	5	\$ 375.00	\$ 750.00	\$ -	\$ -	75	5	\$ 375.00	\$ 750.00	\$ -	\$ -
College of Education DDG	12	9	\$ 108.00	\$ 216.00	12	9	\$ 108.00	\$ 216.00	\$ -	\$ -	12	9	\$ 108.00	\$ 216.00	\$ -	\$ -
College of Education Avg Crs Fee	50	5	\$ 250.00	\$ 500.00	50	5	\$ 250.00	\$ 500.00	\$ -	\$ -	50	5	\$ 250.00	\$ 500.00	\$ -	\$ -
College of HSH DDT	20	9	\$ 180.00	\$ 360.00	20	9	\$ 180.00	\$ 360.00	\$ -	\$ -	20	9	\$ 180.00	\$ 360.00	\$ -	\$ -
College of HSH Avg Crs Fee	50	5	\$ 250.00	\$ 500.00	50	5	\$ 250.00	\$ 500.00	\$ -	\$ -	50	5	\$ 250.00	\$ 500.00	\$ -	\$ -
College of CSE DDT	25	9	\$ 225.00	\$ 450.00	25	9	\$ 225.00	\$ 450.00	\$ -	\$ -	25	9	\$ 225.00	\$ 450.00	\$ -	\$ -
College of CSE Avg Crs Fee	75	5	\$ 375.00	\$ 750.00	75	5	\$ 375.00	\$ 750.00	\$ -	\$ -	75	5	\$ 375.00	\$ 750.00	\$ -	\$ -

Avg Cost Increase: All Tuition, Mandatory Fees, & Avg Crs Fees

	Fiscal Year 2019-2020			Fiscal Year 2020-2021				Fiscal Year 2021-2022			
	\$ per Semester	\$ / Yr		\$ per Semester	\$ per Year	\$ Increase	\$ Inc / Yr	\$ per Semester	\$ per Year	\$ Increase	\$ Inc / Yr
Resident Undergraduate	\$ 4,597.85	\$ 9,195.70		\$ 4,764.75	\$ 9,529.50	\$ 166.90 3.6%	\$ 333.80 3.6%	\$ 4,866.75	\$ 9,733.50	\$ 102.00 2.1%	\$ 204.00 2.1%
Nonresident Undergraduate	\$ 12,995.00	\$ 25,990.00		\$ 13,225.75	\$ 26,451.50	\$ 230.75 1.8%	\$ 461.50 1.8%	\$ 13,388.75	\$ 26,777.50	\$ 163.00 1.2%	\$ 326.00 1.2%
Resident Graduate	\$ 5,074.00	\$ 10,148.00		\$ 5,153.00	\$ 10,306.00	\$ 79.00 1.6%	\$ 158.00 1.6%	\$ 5,165.00	\$ 10,330.00	\$ 12.00 0.2%	\$ 24.00 0.2%
Nonresident Graduate	\$ 9,898.00	\$ 19,796.00		\$ 9,977.00	\$ 19,954.00	\$ 79.00 0.8%	\$ 158.00 0.8%	\$ 9,989.00	\$ 19,978.00	\$ 12.00 0.1%	\$ 24.00 0.1%

Tuition and/or Fee

A. Designated Differential Tuition: College of Business – Undergraduate and Graduate

Current Tuition	Proposed Tuition	\$ impact / Semester	\$ impact / Fiscal Year
Undergraduate: \$10/SCH	\$15/SCH	\$75 (\$5 X 15 SCH)	\$150 (\$5 X 15 X 2)
Graduate: \$65/SCH	\$77/SCH	\$108 (\$12 X 9 SCH)	\$216 (\$12 X 9 X 2)

Vote	Supporting (UG/Grad)	Opposing (UG/Grad)	Abstaining (UG/Grad)
Student Government	15/12	23/17	21/32
Planning and Budget	13/13	0/0	0/0

Rationale provided by College:

New revenue will be used to support faculty necessary to meet AACSB standards relating to faculty sufficiency and faculty research. Will also be able to support growing student enrollment while maintaining compliance with AACSB standards.

Additional information provided:

Semester Cr Hrs.	Fall 15 (base)	Fall 16	Fall 17	Fall 18	Fall 19	Inc. over base
Undergrad	14,317	14,508	15,015	15,579	15,849	10.7%
Graduate	6,891	5,715	7,102	8,223	7,611	10.4%
Total	21,208	20,223	22,117	23,802	23,460	10.6%

Designated Differential Tuition Fund Balance: College of Business Only

FY 2016-17	2017-18	2018-19	2019-20 (Proj.)
\$580,822	\$634,030	\$825,641	\$833,118

Overall enrollment in the College of Business, Fall Semester to Fall Semester, has grown by over 10% (Fall 2019, as compared to Fall 2015. Prior to the current Fall 2019 decline, enrollment for graduate students over the base year would have been a 19.5% growth.

Currently, the College of Business has the highest Fall/Spring class load per tenured track faculty member, with the average being over 7 courses per year (Fall/Spring Semester 18-19) against an expected of 6 for fully loaded faculty. Additionally, they were at just over 12% total teaching load being delivered by Adjunct faculty, and while that is the lowest of the four colleges, due to accreditation requirements, having larger adjunct loading becomes a significant management challenge. To address these issues, an increase in tenured track faculty positions are being evaluated by the Dean and Provost's office.

The purpose of Differential Tuition is to fund academic programs with higher than average costs of delivery, relative to other programs. The higher than average of instruction taught by tenured track faculty is an increased cost that is part of the intent of differential tuition for this college.

As shown in the above table, fund balance for Differential Tuition, while not a straight line growth pattern, has been growing at an average of \$84K per year, which is insufficient to fund even one additional tenured track faculty position.

B. Recreation and Wellness Center Fee

Current Fee	Proposed Fee	\$ impact / Semester	\$ impact / Fiscal Year
Undergraduate: \$110/Semester	\$121/Semester	\$11	\$22
Graduate: \$110/Semester	\$121/Semester	\$11	\$22

Vote	Supporting	Opposing	Abstaining
Student Government	25	30	7
Planning and Budget	12	1	0

Rationale provided by Dept: Recreation and Wellness:

Create funding for student staffing and outdoor spaces not included in original pro forma. Will provide financial support for student focused programming provided by the department and alleviate some of the financial pressures related to the expenses of supplies and equipment needed for day to day operation of the RWC and other spaces managed by the department.

Additional information provided:

Recreation and Wellness Center Pro Forma:

Pro Forma	2016-17	2017-18	2018-19	2019-20 (proj)	2020-21 (proj)
Revenue	2,029,431	2,017,422	2,178,855	2,178,855	2,396,741
Operating Expense	70,652	280,872	772,263	888,102	914,745
Debt Service	803,387	1,789,640	1,789,988	1,789,988	1,789,988
Total Expense	874,039	2,070,512	2,562,251	2,678,090	2,704,733
Net of Operations	1,155,392	-53,090	-383,396	-499,235	-307,993
Fund Balance	1,155,392	1,102,302	718,906	219,671	-88,322

As shown in the above pro forma, existing fund balance is insufficient to cover operations at their current growth. This pro forma assumes zero enrollment growth and 3% labor and other programming cost growth.

The original student referendum was approved at \$150/student/semester. The rationale for implementing it at only \$110 was intended to cover the debt service and minimal operating costs as the center was being constructed and brought on line. Once the center was fully operational, it was

intended that the fee would increase, eventually to the full authorized limit of \$150 to cover programming costs and the debt service. This is the continuation of that original intent. This was not built into the student referendum, the establishment at a rate below the authorized \$150 was a university management decision.

If the fee increase is approved, and over the following years, increases to the referendum approved \$150, coupled with enrollment growth and successful growth of other revenue sources, the curve of the pro forma can project that negative operations will cease and the fund balance can be restored to a positive balance.

C. Payment Plan Service Fee:

Current Fee	Proposed Fee	\$ impact / Semester	\$ impact / Fiscal Year
Undergraduate: \$15/payment plan	\$20/payment plan	\$5	\$5
Graduate: \$15/payment plan	\$20/payment plan	\$5	\$5

Vote	Supporting	Opposing	Abstaining
Student Government	3	38	9
Planning and Budget	11	0	0

Note: this is not a mandatory fee, so only students who initiate a payment plan are charged this fee. It is possible that a student could require multiple payment plans in a single academic or fiscal year.

Rationale provided by Student Business Services:

Defray partial high rising operational costs of Student Business Services and allow reallocation of other funding to academic programming.

Additional information provided:

Currently, the University does not charge interest for establishing a payment plan, this fee is in lieu of interest or other fees. The current fee charged does not fully cover the cost of establishing and managing oversight of payment plans at UHCL. This requires that students who do not require the establishment of payment plans partially subsidize the management of this program. The proposed increase will not fully remove the subsidy, but will lessen it for students who do not require this service.



<u>Requested Date</u>	<u>Requestor</u>	<u>Action</u>	<u>Details</u>
7/1/2019	Jenny Oakley	Vacancy Posting	Research Associate
7/1/2019	Jenny Oakley	Vacancy Posting	Equipment Maintenance Technician
7/9/2019	Martin Calderon	New Job Classification/Posting	Systems Specialist II
7/10/2019	Holly Nolan	Vacancy Posting	Assistant Dir, Financial Aid
7/11/2019	David Palmer	Vacancy Posting	Library Associate (Circulation - Night Shift)
7/12/2019	Nancy Devino	Emp Reclass/Promotion	Grant Development Administrator III (Lisa White)
7/12/2019	Tim Richardson	Vacancy Posting	Director, Accessibility Resource Center
7/12/2019	Kristi Randolph-Simon	Vacancy Posting	Coord, Student Assistance Center
7/16/2019	Judy Michalinos	Vacancy Posting	Office assistant
7/18/2019	Steven Berberich	Emp Reclass/Promotion	AVP, Student Success and Initiatives
7/18/2019	Dean Short	Vacant Job Reclass/Posting	SBA to Administrative Secretary
7/18/2019	Catherine Sheppard	Vacancy Posting	Business Coordinator
7/24/2019	Rosie Pineda/Usha Matthews	Vacancy Posting	Accounting Technician
7/25/2019	Dean Gonzalez	Vacancy Posting	Visiting Assistant Professor
7/30/2019	Usha Matthew	Emp Reclass/Promotion	Dir, General Accounting to Executive Director, General Acct - Fin. Reporting
7/30/2019	Usha Matthew	Pending A Review	Executive Dir, Procurement and Payables
7/30/2019	Kristi Rickman	Vacancy Posting	Sr. Academic Transfer Advisor
7/30/2019	Allen Cox	Vacancy Posting	Coord, Math Center
7/30/2019	Bryan Heard	Vacant Job Reclass/Posting	Sr. Business Asst to Catalog and Curriculum Specialist
8/6/2019	Brad McGongale	Title Change Only	Executive Dir, Public Safety/Chief of Police
8/7/2019	Kristi Rickman	Vacancy Posting	Customer Service Rep
8/8/2019	Kara Hadley-Shakya	Vacancy Posting	Enrollment Management Counselor
8/12/2019	Harry Glass	New Job Classification/Posting	Department Assistant I
8/13/2019	Usha Mathew	Emp Reclass - Job Grade Change	Dir, Student Business Services (Melissa Hernandez)
8/13/2019	Harry Glass	Emp Reclass/Promotion	Sheila Bottos Transit Driver to Customer Service Representative
8/20/2019	Joseph Staley	Vacancy Posting	Dir, Theater and Cultural Arts
8/20/2019	Dr. Short	Faculty - Vacancy Posting	Visiting Lecturer in Writing
8/21/2019	Dean Gonzalez	Vacancy Posting	Visiting Assistant Professor
8/23/2019	Brad McGonagle	New Job Classification/Posting	Department Assistant II (Coord, HR Services)
8/26/2019	Mike Livingston	Title Change Only	Dir, Support Center to Dir, Information Technology Services
8/30/2019	Nancy Devino	Emp Reclass - Job Grade Change	Assistant Dir, OSP
8/30/2019	Eric Herrera	Vacancy Posting	Division Business Administrator
9/3/2019	Brad McGonagle	Vacant Job Reclass/Posting	Sr. HR Operations - Payroll
9/3/2019	Bryan Heard	New Job Classification/Posting	Catalog and Curriculum Specialist
9/4/2019	Joseph Staley	New Job Classification/Posting	Associate Dir, Leadership Giving
9/4/2019	Joseph Staley	New Job Classification/Posting	Development Officer - Academic Programs
9/4/2019	Joseph Staley	New Job Classification/Posting	Development Officer - Pearlard
9/4/2019	Joseph Staley	Vacancy Posting	Sr. Coordinator, Annual Giving
9/5/2019	Dorothy Kirkman	Position Review/Posting	Academic Advisor
9/6/2019	Sai Sreerama/Mike Livingston	Vacancy Posting	Client-Servier Database Analyst III
9/9/2019	Ana Palomeque/Eric Herrera	Position Review/Posting	Custodian
9/11/2019	Mary Ramos	Position Review/Posting	Academic Advisor
9/23/2019	Jason Barkemeyer	Emp Reclass/Promotion	Jennifer Roberts: Admin Asst II to Admin Asst III
9/26/2019	Bubba Jones/Eric Herrera	Vacancy Posting	Maintenance Tech II
9/27/2019	Kara Hadley-Shakya	Emp Reclass - No Salary Change	Mail Clerk to Office Assistant I
9/27/2019	Kara Hadley-Shakya	Emp Reclass/Promotion	Latosha Hawkins-Ford Adm Eval II to Adm Eval III
9/27/2019	Kara Hadley-Shakya	Emp Reclass/Promotion	Amanda DeGarcia Adm Eval II to Adm Eval III
10/3/2019	Scott Sands	Vacancy Posting	Administrative Assistant IV/request changed to Dept Asst IV
10/7/2019	Charlotte Tullis	Emp Reclass/Promotion	Enrollment Mgt. Counselor to Functional Analyst III (approved for level 2)
10/8/2019	Kara Hadley-Shakya	Job Review - No Change	Lead Transfer Credit Analyst
10/9/2019	Angie Montelongo	Emp Reclass/Promotion	Coordinator to Asst. Director, Orientation and New Student Programs
10/17/2019	Dr. Joan Pedro	Position Review/Posting	Office Supervisor
10/17/2019	Dr. Joan Pedro	Position Review/Posting	Coord, State Assessments
10/18/2019	Pat Cuchens/Kathryn Matthew	Departmental Re-structure Review	Departmental Re-Structure Review (7 positions)
10/24/2019	Dr. Aaron Hart	Emp Reclass/Promotion	Interim Coordinator to Assistant Director, Veteran Services
10/30/2019	Holly Nolan	Vacancy Posting	Financial Aid Counselor
11/1/2019	Catina Chapman	Vacancy Posting	Contract Administration Specialist
11/8/2019	Kathryn Matthew	Position Review/Posting	Graduate Program Specialist (Grant)
11/8/2019	Kathryn Matthew	Position Review/Posting	Project Coordinator (Grant)
11/11/2019	Kara Hadley-Shakya	Emp Reclass/Promotion	Lead Transfer Credit Analyst to Transfer Credit Manager
11/11/2019	Jason Barkmeyer	Position Review/Posting	Academic Advisor
11/15/2019	Faron Samford	Vacancy Posting	Department Assistant III
11/17/2019	Gigi DO	New Job Classification/Posting	Global Initiative Coordinator
11/17/2019	Dr. Aaron Hart	Position Review/Posting	Director, Student Involvement and Leadership
11/18/2019	Kathy Dupree	Emp Reclass/Promotion	Dept. Asst. II to Dept. Asst. IV
11/18/2019	Brian Mills	New Job Classification/Posting	Coordinator, Marketing and Sponsorships
11/25/2019	Kialyn Yendell	Vacancy Posting	CSE Academic Advisor
11/27/2019	Angie Montelongo	Emp Reclass/Promotion	Asst Dir, Orientation and New Student Programs (resubmittal)
12/2/2019	Mary Ramos	Vacancy Posting	Administrative Assistant II
12/3/2019	David Rachita	Vacancy Posting	Department Assistant IV
12/8/2019	David Garrison	Vacancy Posting	Administrative Assistant IV
12/9/2019	Scott Sands	Vacancy Posting	Administrative Assistant III
12/10/2019	Erin Willey	Vacancy Posting	Web Communications Coordinator

FISCAL YEAR 2021 BUDGET INITIATIVE PRESENTATIONS

Division	Date/Time	Location
Business Affairs & Institutional	Feb. 6 th , 10:00 AM	Location: Bayou 1333
Academic Affairs	Feb 7 th , 9:00 AM	Location: SSCB Lecture Hall
Student Affairs	Feb. 7 th , 11:00 AM	Location: SSCB Lecture Hall
University Advancement	Feb 7 th , 2:00 PM	Location: Bayou 2512
Planning and Budget Committee	Feb 13, 11:30 AM	Location: Bayou 1228

2021 A&F BUDGET INITIATIVES

FEB 6TH, 2020

PROCESS

- Budget Initiatives are collected from each A&F Dept
- Requests are limited to new funding initiatives, not items they can address through realignment of existing base budget
- The VP of each Division conducts this review/prioritization
 - A&F also presents institutional/President's Office
- PBC will review entire list
- President will determine funding decisions following shared governance review – based on availability of funds and overall alignment with priorities.

DEPARTMENTS

- Finance – no submissions
- Facilities, Maintenance, and Construction: 1 submission
- Budget: no submissions
- Human Resources: no submissions
- Polices/Campus Public Safety: 6 submissions

FMC

- Management structure realignment and additional staff
 - Eliminate position: Director, Operations
 - Restructure: \$35K
 - FMC Director
 - Grounds Supervisor
 - Building Maint Manager Pearland
 - HVAC Manager
 - Custodial Manager
 - Add: \$300K
 - 3 new groundskeepers
 - 4 Maint positions: 2 painters, 2 maint techs
 - 1 HVAC Mech
 - Custodial PM Manager

POLICE/PUBLIC SAFETY

- | | |
|--|--------|
| • DAS system | \$250K |
| • Security Service: Pearland | \$ 84K |
| • Fire Marshall | \$ 96K |
| • Continuity of Operations Coordinator | \$ 96K |
| • Professional development for Campus Safety personnel | \$ 9K |

PRESIDENT'S OFFICE

- | | |
|---|--------|
| • Strategic Partnerships | \$ 9K |
| • Various budget initiatives to facilitate mission achievement | |
| • Student Training for internships | |
| • Support infrastructure for experiential learning events | |
| • Transportation and related to engage partnerships | |
| • Institute for Human And Interplanetary Sustainability (iHAPS) | \$500K |

INSTITUTIONAL

- 3% salary increase pool by employee group: Faculty, Admin, Staff \$1.8M
 - Small % for promotions/reclass, balance for Merit
- Motor Pool reserve funding \$
- Facilities Preventative Maint funding \$
- Environmental Health and Safety remediation reserve \$
- Continue alignment of Parking Fee from Police to P&T \$100K
- Realign Student Support fee for Tutor programs \$382K

QUESTIONS?

Academic Affairs Initiatives for FY2021

Steven J. Berberich, Ph.D., Provost

The Academic Affairs Initiatives process- abbreviated (no budget reductions requested)

- Direct reports (e.g. Deans, AVPs, Exec Dir.) submitted prioritized budget initiatives.
- Provost discussed priorities with Deans and AVPs.
- Held Dean Council meeting to review level A initiatives for Academic Affairs.
- Remaining initiatives categorized as level B

Priority before the Academic Affairs A Initiatives:
Merit Increase (A&F initiative)

The A Initiatives

Grouped by:
New Faculty, New Staff, and Increases in
Base or One-Time funding

Top two areas:
Faculty FTE
Strategic Enrollment Management

A-Initiatives New Faculty in COB	Asst. Prof. of Economics	1 faculty member in economics is needed to support enrollment growth in the required MBA economics course as well as enrollment in undergraduate economics classes. MBA enrollment increased by 114.6% from fall 2016 to fall 2018 and 68% from spring 2017 to spring 2019. Total MBA enrollment in spring 2020 is 422. The required undergraduate economics business class reaches capacity in both fall and spring semesters. In the last fiscal year, the 3 full-time economics faculty taught a total of 5 overloads in each semester.
	Asst. Prof. of Marketing	1 faculty member in marketing is needed to support undergraduate marketing enrollment, as well as growth in enrollment in the required MBA marketing course. Enrollment in the required MBA online marketing course has averaged 74 in the last three semesters. In addition, business undergraduate marketing classes taught by the 4 full-time marketing faculty averaged enrollment of 634 in 11 sections with an average enrollment of 58 per section in the last fiscal year.
	Asst. Prof. of Decision Sciences	1 faculty member in decision sciences is needed to support enrollment growth in the required decision sciences course for the MBA program as well as the new business analytics concentration for the MBA program. Business undergraduate statistics classes taught by decision sciences faculty had total enrollment of 479 in 12 sections with an average enrollment of 40 per section in the last fiscal year, while undergraduate operations research classes taught by decision sciences faculty had total enrollment in 416 in 11 sections with an average enrollment of 38 per section. Similarly, 4 online sections of the required MBA decision sciences class had total enrollment of 243 in the last fiscal year.

A-Initiatives New Faculty in CSE	Asst. Prof. of Mechanical Eng.	Over twice the number of students were enrolled in Fall 2019, generating nearly triple the number of SCHs, than originally planned for the program. Approximately one third of the SCHs were from upper division courses, when none were originally planned. Two of the program's five faculty were teaching overloads in order to adequately meet the demand for the program. Current projections indicate 268 students enrolled in Fall 2020, producing 2951 SCHs; 1332 of those being upper division engineering SCHs. Even with no additional junior level transfer students, the same faculty will be teaching overloads next fall due to the physical class size limitations of the junior level lab-oriented courses. The program will be providing at least 18 unique ENGR and MENG rubric required courses, at least three MENG rubric technical elective courses, and providing faculty for at least three sections of ENGR 1201 Introduction to Engineering, required for both MENG and Pre-Engineering students. We will be seeking a laboratory oriented faculty member with expertise in CNC and Advanced Manufacturing and able to support teaching sections of Solid Mechanics, Mechanical Engineering Measurement labs, and Vibrations/Dynamics. The Manufacturing area is a major area of study for many Mechanical Engineering graduates and the UHCL emphasis is unique among Houston area programs.
	Lecture in Chemistry	The CHEM program has a number of lower-level service courses that are being taught by adjuncts. This number is increasing as a result of ME program.
	Asst. Prof. of Physics	The PHYS program has record SCH production and 300+ SCH per FT faculty. All labs are now taught by TAs and many courses by adjuncts. This is increasing because of the ME program and university growth. To accommodate this growth, we are in need of at least one experimentalist (eg. materials science), to help teach some of these courses and support increasing demand for student research.

**A-Initiatives
New Faculty**

Asst. Prof. of Special Ed.	Will allow COE decrease dependence on adjunct funding (see attached document)
Asst. Prof. of Humanities	Humanities is a program that serves a majority of degrees in HSH and Core Curriculum for "Language,Culture, Philosophy." The program also supports TDC-Otey courses offered in person and via ITV. This program has persevered without a dedicated faculty for over 4 decades so having one will ensure stability and expansion. As an HSI, the HUMN BA is offered on the distance units with LLAS minor aligning with our overall mission.
Asst. Prof. of Psychology	Psychology is a large program, with both undergraduate and graduate degrees. We also provide support for the Clinical Psychology, School Psychology, and Psy.D programs. With our current number of faculty (10) we are struggling to maintain quality instruction.

Nine Faculty lines totaling \$757,000
Seventeen Faculty lines requested

**A-Initiatives
New
Staff/Student**

1 FTE full time Suite Secretary	CSE requesting additional secretary added to its administrative personnel to address under-resourced areas (e.g. Delta) and increase efficiencies.
1-FTE Transfer Coordinator	Admissions is short-staffed in the transfer credit area of the department. This position will assist with coordinating transfer credit and assisting with transfer recruitment which is our largest population of students.
Funding for PC Campus Operations S&W (1) Student Employee (NCWS I) , 20 hours a week	Student employee will assist Pearland Campus Operations staff with administrative operations and evening hours.

Two staff and one student totaling \$122,054

A-Initiatives Base funding	Increased M&O to support mini-grants that tie into the strategic plan	CFD as it becomes part of CETL requests an in funding to sponsor faculty development activities aimed at improving inclusive culture, educational excellence, innovation partners, and university identity.	\$40,000
	DigArc contract	Annual contract for Aculog and Curriculum, software programs to facility our catalogs and curriculum.	\$45,500
	Completion and Emergency Grants	Many students find themselves at critical points in their academic career where they run out of funding (whether personal or financial aid) to assist in paying for their last semesters. These students have no options but to not attend/graduate, delay enrollment or take expensive alternative loans to finish. It is important to have opportunities to assist students to complete their last semester/credits to graduate.	\$100,000
	Hawk Promise (New for fall 2021)	Hawk Promise creates a marketable and easily understood "promise" to students and parents to make their college tuition-free. Cost is one of the major deciding factors in college decision making. We must effectively communicate this as well as keep up to date with the needs of our high-need students.	\$150,000
	Support for Financial Aid/EM ChatBot	Financial aid needs to keep up to date with technology to help our students. Students are always looking for quick answers to questions through online venues. Chatbots are being used in HigherEducation to assist students 24/7. Financial Aid does not have any technology besides Peoplesoft to market and advertise UHCL to students.	\$75,000
	Purchase of Terra Dotta - International Program Management Software. Software covers, international admissions, education abroad, and recruitment.	Terra Dotta is a web-based software designed to save time and money by automating processes for campus administrators, students, and international agents to navigate the complex international education process.	\$5,000

A-Initiatives Base funding	Faculty seed grants to establish UHCL faculty-led education abroad programs and college international initiatives.	Seed Grants for International activities for faculty to establish education abroad programs, innovative research, service, and engagement projects around the world.	\$21,000
	Base funding for academic advisor professional development and training	Currently, funding for academic advisor training and development is decentralized and dependent on the resources levels of the department or college. This inequity in support for professional development causes discrepancy in professional knowledge and skills. Such discrepancies will then translate to the quality of support provided to students. In an attempt to balance the access to professional development and training, the Division of Student Success and Initiatives has utilized limited funds to support the expansion of professional development and training across campus. Funding of this proposal will establish an equitable distribution of funding across all academic advising units. The funds will be administered and allocated by the SSI Division.	\$30,000
	Increase PC Campus Operations M&O due to budget cut in order to maintain the functionality of increased administrative and academic maintenance and operations; and, Facilities support and supplies on the Pearlman Campus (i.e., campus flags, faculty computer peripherals, mileage reimbursement, office supplies, batteries for toilets, etc.) with more ACC and UHCL class offerings and events due to the addition of the Health Sciences and Classroom Building.	Sufficient maintenance and operational supplies are needed for personnel to support UHCL Pearlman faculty, staff; ACC at UHCL Pearlman faculty, staff, students; and UHCL administration effectively.	\$3,600
Base funding totaling \$470,100			

A-Initiatives

One-time
funding

Purchase of 4 ActivPanel 70" for Arbor Building classrooms	Current Smartboards in Arbor building are approximately 10 years old and in need of replacement	\$19,200
SWIVL C Series Robot C3 Support System for Pearland	Students at the Bayou Campus have the ability to record their teaching, but Pearland students do not. These units will allow CoE students at Pearland to record their attempts to teach from their personal lesson plan, so that their teaching can be analyzed by the student, their peers and the instructor.	\$6,800
Convert storage space in Admissions to an presentation space for on-campus for daily visitors with projector/surround sound, comfortable seating and the UHCL branding.	Without a designated presentation space, we are limited with the amount of daily presentations we can provide and get bumped from current reservations. Cost estimate is \$90K but EM will use \$45K of remaining equity to complete. Requesting \$45K	\$45,000
Active & Innovative Learning Labs Initiative (XR Lab and Library Teaching Classroom)	Currently UHCL does not have any Virtual Reality or Augmented Reality capacity. This initiative will support extended reality exploration interdisciplinarily as well as engaging industry, academic, and community partners.	\$167,841
Purchase of Terra Dotta - International Program Management Software. Software covers, international admissions, education abroad, and recruitment.	Terra Dotta is a web-based software designed to save time and money by automating processes for campus administrators, students, and international agents to navigate the complex international education process.	\$40,000

One time funding totals \$278,841

Summary

- Faculty: nine FTEs totaling \$757,000
- Staff/student: three totaling \$122,054
- Base funding totaling: \$470,100 (\$250,000 in new scholarship \$s)
- One-time funding totaling: \$278,841
- Total base: \$1,349,154
- Total base Ask (A+B)= \$5,168,582 (26.1%)
- Units/Colleges: returned their lists As (yellow) and Bs
- Prioritizing As?

Budget Priorities for FY21

Division of Student Affairs

Aaron J. Hart, Ed.D.
Vice President for Student Affairs

University of Houston  Clear Lake

Who is the Division of Student Affairs

*The newly established Division of Student Affairs will partner with our academic and campus partners to create a vibrant campus culture of **care, student advocacy**, holistic learning, and co-curricular student engagement. Our ultimate goal is to provide tangible co-circular learning opportunities and create pathways for our students to develop the academic, professional, and **personal skills** necessary to be successful in an ever-changing, global society.*



Divisional Blue (and Green) print

- Our students/well-being are top priority
 - Respect, care and acknowledge
- Support UHCL Mission, Vision and Strategic Plan
- Be collaborative/Be open to change
- Professionalism and Customer Service
- Be innovative/Creative

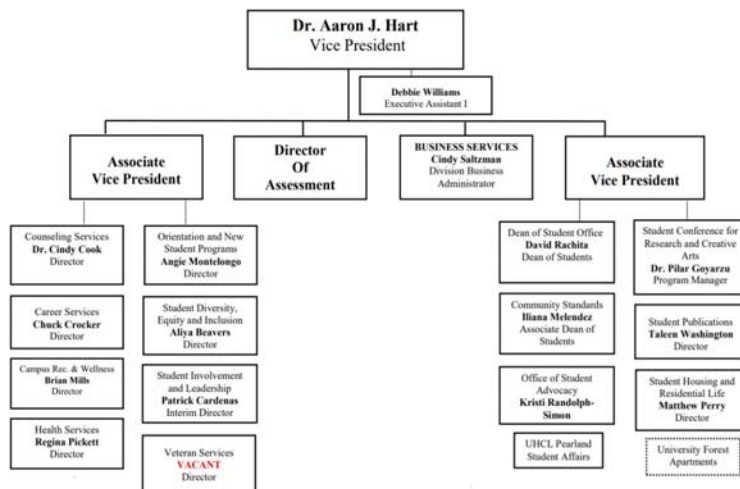
What does SUCCESS look like?

1. Support and benefit our students
2. Support academic and campus priorities
3. Fiscally responsible
4. Culture of Evidence (supported by assessment data)

UHCL

The choice
is clear.

University of Houston Clear Lake Student Affairs



UHCL

The choice
is clear.

AVP for Student Engagement

- Work directly with UHCL students, staff, faculty, and administrators and external campus partners to solicit and incorporate feedback, input, insight, suggestions, and recommendations related to student services and engagement and promote a sense of connection to the campus community and promote students' holistic success
- Utilize assessment methods, both qualitative and quantitative, to actively and consistently assess and evaluate the effectiveness of programs, activities and engagement efforts within the Division and across and through the campus
- Oversee and assess UHCL Four Pillars of Student Engagement initiative and Co-curricular Portfolio/Transcript initiative
- Serve as the Divisional liaison to external partners, constituents and community leaders; working directly with University Advancement and Strategic Partnerships to build and foster relationships
- Represent the Office of the Vice President for Student Affairs during evenings and weekends and special events.

UHCL

The choice
is clear.

AVP for Student Affairs

- Serve as Divisional liaison and collaborate with campus faculty and academic support units to provide constant and continuous partnerships between Academic Affairs and Student Affairs to promote and support academic priorities and the implementation of holistic co-curricular student success services.
- Serve as Divisional liaison for all campus capital, construction, risk management, emergency response, and facilities projects
- Serves as a liaison between Student Affairs and university departments, students, faculty, staff and the community to address issues affecting the campus and the student experience
- Responsible for development and implementation of Divisional professional development, recruitment and hiring efforts
- Actively participate in professional development opportunities, remaining current and up-to-date with best practices in student affairs leadership, holistic development and trends related to the responsible units

UHCL

The choice
is clear.

Office of the Vice President

- Associate Vice President for Student Engagement (\$120,000)
- Associate Vice President for Student Affairs (\$120,000)
- Office of the Vice President M/O (\$8,000)
- Office of the Vice President M/O (\$5,000)
- ***Total Base Request = \$253,000***

Office of Veteran Services

- Veteran Services Academic Advisor (\$54,000)
- Veterans benefits compliance training (\$3,000)
- Office support for Veteran Students (\$9,000)
- ***Total Base Request = \$66,000***



Hawk Card Office

- Program Manager (\$46,000)*
- Office Assistant II (\$27,000)*
- Student Workers (3) (\$10,000)*
- Annual Software and Licensing Fees (\$27,000)
- Annual Equipment (\$13,000)
- Marketing and Promotion (\$5,000)
- Travel (\$3,000)
- ***Base Request Total = \$131,000***
- ****Salaries do not include fringe benefits***



Campus Recreation and Wellness

- Coordinator for Recreational Sports and Family Programming (\$55,000)
- Campus Recreation Graduate Assistants (6) (\$120,000)
- Campus Recreation Internships (6) (\$45,000)
- Coordinator for Facilities and Operations (\$55,000)

- ***Base Request Total = \$275,000***

Student Involvement and Leadership

- Hunter Hawk Mascot M/O (\$3,000)

- ***Base Request Total = \$3,000***



University
of Houston
Clear Lake

Highest Priority Group #1

Student Engagement and Advocacy

- Associate Vice President for Student Engagement (\$120,000)
- Associate Vice President for Student Affairs (\$120,000)
- Hawk Card Office (\$131,000)
- Veteran Services Academic Advisor (\$54,000)

- **Base Request Total = \$425,000**



University
of Houston
Clear Lake

Priority Group #2

Student Experience

- Veterans benefits compliance training (\$3,000)
- Office support for Veteran Students (\$9,000)
- Office of the Vice President M/O (\$8,000)
- Office of the Vice President M/O (\$5,000)
- Coordinator for Recreational Sports and Family Programming (\$55,000)
- Campus Recreation Graduate Assistants (6) (\$120,000)
- Campus Recreation Internships (6) (\$45,000)
- Coordinator for Facilities and Operations (\$55,000)
- Hunter Hawk Mascot M/O (\$3,000)
- ***Base Request Total = \$303,000***



University
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Clear Lake

Q & A

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University
of Houston
Clear Lake

University Advancement Initiatives for FY2021

Joseph L. Staley, V.P.

University Advancement

Who We Are:

- Development
- Alumni Engagement
- Marketing & Communications
- Theater & Cultural Arts
 - Bayou Theater
 - Art Gallery

Cultural Arts – Bayou Theater

- Background: The Bayou Theater's current stage rigging system is over forty years old and poses a serious safety concern. Ropes and associated hardware are decayed and rusted. In addition to the safety concern, the poor condition and antiquated mechanisms restrict the quality and diversity of performing arts events that the Bayou Theater is capable of presenting. As the theater functions as an auxiliary, this also negatively impacts revenue possibilities.
- Purpose: The Bayou Theater will have a safe and modern rigging system that will allow flexible and revenue-generating programming.
- Budget: \$500,000 Base Amount

Office of Special Events

- Purpose: Currently there are no formalized structures or guidelines for internal and external UH-Clear Lake events. Consequently, university events have been of varying quality and inconsistently attended. This damages credibility with stakeholders and reputation.
- Procedures: The office of Special Events will support university-wide special events by creating policies and procedures, guidelines, and event consultation/management services that are specific to UH-Clear Lake, while bringing consistency and higher quality to UH-Clear Lake events. The office will support all university colleges, divisions, departments, institutes, centers and auxiliaries by not only providing support but also building internal client capacity. This will increase engagement with all stakeholders, save money and provide revenue through increased utilization of university space and greater engagement with internal and external constituencies.
- 3.0 FTEs:
 - Director of Special Events
 - Assistant Director of Special Events
 - Administrative Assistant IV
- Budget: \$300,000 Base Amount

Marketing Director

- Purpose: The university currently has no one person designated to marketing. Expertise is needed to create market analysis and prepare marketing plans to advance the university's brand and increase enrollment. Well-placed and directed ads working in conjunction with the other aspects of the Marketing and Communications team will increase the university's presence throughout the city and state.
- Procedures: Expanded brand recognition resulting in increased enrollment, community partnerships and financial gifts.
- 1 FTE
- Budget: \$80,000 Base Amount

Project Manager

- Purpose: Increase efficiency by orchestrating all portions of marketing projects including writers and photographers/videographers.
- Procedures: Streamlined marketing efforts resulting in increased placements and results such as increased enrollment and stronger partnerships and alumni relationships.
- 1 FTE
- Budget: \$58,000 Base Amount

Photographer/Videographer III

- Purpose: Increase university visibility through professional photos and videos highlighting students, faculty, staff, alumni and community friends.
- Procedures: Improved university visibility through professional photography and videos, allowing for an increase in publicity and marketing through video ads, b-roll and photos.
- 1 FTE
- Budget: \$50,000 Base Amount

Web Writer/Digital Content Strategist

- Purpose: Increase and ongoing development of the digital promotion to shape the university's narrative and create content experiences tailored to the university's target audience.
- Procedures: Improved messaging to targeted audiences, implementing more strategic platforms to share the news to reach potential students, partners and alumni.
- 1 FTE
- Budget: \$48,000 Base Amount

Marketing Coordinator

- Purpose: Improve marketing efforts by focusing on off-site locations including UHCL Pearland and UHCL Texas Medical Center.
- Procedures: More focused ad placement, direct and indirect marketing initiatives that include printed and digital materials.
- 1 FTE
- Budget: \$48,000 Base Amount

Communications Coordinator

- Purpose: Increase communication efforts to better support the growing writing needs that include messaging for web, print, and other marketing material.
- Procedures: Improved messaging to the multiple print requests to increase efficiency.
- 1 FTE
- Budget: \$48,000 Base Amount

Affinity Group Development - Alumni Engagement

- Purpose: Less than 1400 of our 71,000+ alumni are donors at any level. Donors are developed and broadened through purposeful, strong connection/engagement and stewardship. Engaged alumni are giving alumni. Alumni connection to the university centers around the education they received and the fields they pursue. We will serve these alumni and maximize engagement by utilizing affinity groups. The value associated with this will help the university acquire new donors and further inspire current donors to continue their support. Affinity groups will be supplemented with "value added" events providing networking, career development, and mentoring opportunities with students and alumni alike. Affinity groups may focus on college, region, industry or extracurricular interest.
- Procedures:
 - Bolster the UH-Clear Lake brand and enhance perceived value of UH-Clear Lake degree by offering life-long, high quality, and relevant career development opportunities.
 - Increase attendance at alumni gatherings.
 - Increase participation of alumni who give their time, expertise and philanthropic support.
- Budget: \$30,000 Base Amount

Cultural Arts- Community Outreach

- Purpose: One goal of the Cultural Arts at UH-Clear Lake is to serve local communities and introduce school children to exemplary cultural arts experiences. Independent School Districts often struggle to provide these opportunities through their respective budgets. The requested funds would fill that gap and offer programming and transportation support.
- Procedures: Children from a number of local ISD's would benefit from UH-Clear Lake's Cultural Arts programing and facilities: The UHCL Art Gallery and Bayou Theater.
- Budget: \$25,000 Base Amount

Student Alumni Database Update/Mail Piece

- Purpose: Due to cost, most alumni only receive electronic communication from UH-Clear Lake. Trends show that less than 14% actually open a targeted alumni email; even fewer click on something in the email. Many complain, "I never hear from UHCL." This outreach/data collection piece would put a branded data collection piece in every alumni mailbox, allow us to gather updated contact data, and nurture alumni willingness to communicate with and give to the university.
- Procedures:
 1. Put a UH-Clear Lake branded communication in every alum's mailbox encouraging them to stay current and communicate with the university.
 2. Gather accurate contact data for all university purposes.
 3. Create awareness regarding the benefits of engaging with the university which could nurture alumni willingness to open future electronic pieces. This will lead to more robust event attendance, increased donations, enhanced pride in UH-Clear Lake, and greater satisfaction from our largest constituency which will strengthen our reputation.
- Budget: \$15,000 One Time Amount

Cultural Arts-Student Programs and Events

- Purpose: A goal of the Cultural Arts at UH-Clear Lake is to provide university students with impactful cross-curricular cultural experiences. The National Endowment for the Arts promotes the "Big Read" and selects books they feel engage people in various capacities. The funds requested would provide students with the "Big Read" selection or similar related book on which additional educational programming would be built.
- Procedures: UH-Clear Lake students would benefit from an immersive Cultural Arts experience.
- Budget: \$15,000 Base Amount