Agenda and Updates
 Agenda

> Welcome and Introductions (Ruth & Sandeep)
> Updates – See Budget Recal Website (Ruth)
  • Chronology
  • Decision Matrix
> FY18 Operating Budget Review (Segan/IPB team)
  • UW Bothell Budget Update
> Draft 3-Year Plan/Goals (Ruth & Sandeep)
> P2I Update (Adrian & Segan)
> Collaboration Values – discussion (All)
> Adjourn
PDP Membership

Beth Beam, Assistant Vice Chancellor, Organizational Excellence & Human Resources
Bruce Burgett, Dean, Interdisciplinary Arts and Sciences
Casey Mann, Past Chair, General Faculty Organization
Christian Adams, Chair, General Staff Organization
Cinnamon Hillyard, Associate Dean, Interdisciplinary Arts and Sciences; Interim Director, First Year Programs
Claire Fraczek, Director, Integrated Learning
Dom Juarez, President, ASUWB
Ed Buendia, Dean, Educational Studies
Elaine Scott, Dean, Science, Technology, Engineering, and Mathematics
Emily Christian, Interim Dean of Student Affairs
Gowri Shankar, Associate Professor, Business
Jonathan Cluts, Director, Strategic Initiatives
Kendra Yoshimoto, Director, Fiscal & Audit Services
Phil Akers, Vice Chancellor, Advancement and External Relations
Ruth Johnston, Vice Chancellor, Administration and Planning, co-chair
Sandeep Krishnamurthy, Dean, Business, co-chair
Sarah Leadley, Director, UW Bothell and Cascadia College Library, and Associate Dean, University Libraries
Shari Dworkin, Dean, Nursing and Health Studies
Susan Jeffords, Vice Chancellor, Academic Affairs
PDP Fall Goals

> Develop Collaboration Values
> Agree to targets (Delaware Study, staff and any others) and timeline to achieve them

> PDP meets Monthly
> Co-led by Sandeep and Ruth
Expectations for All

> Attend scheduled meeting (as much as feasible)
> Members are representatives of their varying constituencies. This means connecting those constituencies to this work by: a) sharing activities and announcements; b) gathering feedback to bring to your team and c) if you must miss a meeting, taking responsibility to learn what occurred and share it. (adapted from CE Council policies)
> Attending quarterly joint meetings
> Providing feedback to team co-chairs about needs, concerns, ideas, etc.
> Have fun!
FY18 Operating Budget Review
FY18 Operating Highlights

Enrollment:

- Enrollment Projection of 5,250 on campus state-based student FTE represents an increase of 200 FTE

Operating Budget:

Sources of Funds

- FY 18 total Operating Budget: $82,000,000
  - General State funding: $20,600,000
  - Tuition revenue: $57,300,000
  - Other revenue and Building fee revenue: $4,100,000
FY18 New Operating Cost Considerations

- Fixed Costs (Utilities, Rental Property): $500,000
- UW overhead increase: $550,000
- Benefit rate changes increase: $120,000 (overall increase of about 1%)
- Annual salary increases: $1,250,000
- Faculty hiring of 6.5 FTE: $625,000
- Hiring of 2 temporary staff for modified RCM budget implementation support: $250,000
Reserves and Mission Critical Operating Imperative

> Institutional Reserves increased to $7,500,000 (from $4,000,000 in FY17)
  > Given $82m FY18 budget, this will need to increase to $8.2m at some point

> Mission Critical Operating Imperatives (in addition to Institutional reserves)
  - Facility and Asset Replacement or Refreshes: $1,000,000
  - Institutional Investment funding: $2,500,000
3-Year Plan – Draft
Draft 3-year Plan

**BUDGET RECALIBRATION 3-YEAR TIMELINE**

**Goals:**
1) Sustainable Campus-wide/School/Unit Budgets
2) Create & Implement Standardized Budget Process incl. Request Process
3) 10% Institutional Reserve
4) Fully Costed Programs
5) No Deficits (unless agreed subsidies)
6) Modified-BCM Fully Implemented

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<td>Collaboration Values • Target Setting</td>
<td>Criteria for Use of Reserves • Carryover Tax Policy</td>
<td>Intervention Policy Discussion Begins • Investment Fund Allocation Process</td>
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<td>Workbook Targets • Budget Template</td>
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<td><strong>“STABILIZATION”</strong></td>
<td>Spans &amp; Layers • Salary Planning for FY19</td>
<td>Provost Budget Due • Annual Budget Process</td>
<td>Fully Costed Program Template</td>
<td>Evaluate/Progress/Reset</td>
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As of 9.21.17
P2I Update
Recent Decisions/Progress from CET

> Exemption of faculty startup packages from carryover tax
> Funding of $1.2M of PTL needs from the Investment Funds
> Commitment to 10% reserve levels
  • Permanent funds in excess of 10% will be allocated to the Investment Funds
> Faculty hiring plans submitted to the Provost Office
Current State of UW Bothell

- RCM budget model is active, effective July 1, 2017
- Projected FY 2018 Student FTE: 5250
  - 70/30 new tuition funding split between schools and units
  - Schools splitting new tuition funding 80/20 between student FTE and major headcount, using previous year’s data
- Reserve being increased from $4M to $7.5M (soon to be $8.2m)
- Institutional Investment Funds: $2.5M
Use and Purpose of Budget Template

> Strategic Planning at the unit/school level
  • Information sharing/Approval up and down the organization
  • Assessment
  • Highlight budgetary/operational pressure points

> Holistic budget view (funding sources beyond GOF/DOF)
Show example of budget template?
Goals of Curriculum Planning Tool

> Goals:

  • P2I members develop deeper understanding the connection between faculty composition, teaching loads, section sizes, credits-per-student, **section offerings**, and SCH production
  • P2I members begin testing What-If scenarios that move schools closer to faculty composition and student-faculty ratio planning metrics, examining impacts on curriculum
  • P2I members provide RCI Support Team with feedback on tools that support within-school annual and multi-year planning

*This is a messy, iterative process- and we’ll all get better at it!*
Tasks Ahead

> Reduce reliance on PTL faculty to 15% in FY 19 and beyond
  • Faculty hiring plan
  • Curriculum mapping tool
  • Faculty composition workbook

> Develop and then balance unit and school budgets
  • Point person
  • Budget template

> Operationalize the work of CET and PDP
Getting Budget Recalibration Work Done

1. Communicate
2. Implement
3. Assess
Discussion:
Developing Collaboration Values
Collaboration Values (formerly RCM House Rules) – brainstorm from May 2017 Core/Steering meetings

- Align with UW mission and UW Bothell strategies
- Use centralized functions (counseling, research office, student activities advising, HR)
- Cannot borrow money
- Cannot hire their own custodial, facilities, security, etc. services
- Cannot rent space without Chancellor approval
- Don’t poach, duplicate classes, or “game” the system
- Align with collaborative and engage with 3 Cs (Cross-Disciplinarity, Community Engagement, Connected Learning) paramount
- VCs/Chancellor are final arbitrators
Three discussion brainstorming groups to develop collaboration values

> Between Schools
> Between Schools and non-Schools
> General

> Goal today is brainstorm only; you needn’t reach any conclusions although we will ask for highlights
Report Out
Thank you!

Next meeting is: Monday, October 16, 2:30 – 4 p.m., Disc 464

All materials can be found on the IPB site: https://www.uwb.edu/administration-planning/planning-budget/budget-recalibration