

Updated April 27, 2016



Agenda

- 1. Budget Redesign Process
- 2. Tuition Allocation Methodology
- 3. F&A Faculty Reimbursement
- 4. Budget Model Cost Pools
- 5. Service Level Agreements
- 6. SLA Governance Committee
- 7. Strategic Investment Fund (SIF)
- 8. Cognos Project Update

Budget Redesign Process

UCR is migrating to a more performance and incentive-based budget model in order to align resource allocations with our strategic goals and drive transformation

What did we do?

- ✓ Assessed and evaluated our current resource allocation process;
- Reviewed national leading practices for resource allocation in higher education;
- Created a pro-forma budget model
- Developed a plan to aid UCR in implementing an Incentive-Based Resource Allocation and Budget Model

When asked to describe the current Budget process, an audience of faculty & staff said that the process is...



To no surprise, the Current Funds Flow required a "secret decoder ring" to understand



When faculty & staff were asked to describe what came to mind for a future budget process...



Linking Guiding Principles to Design



Streamlined approach resulting in a clearer and more transparent view into the institution's resource use



Budget Model Categories

Revenue Generators						
	Academic Units	Auxiliary/	Self-Supporting			
BCOE CHASS CNAS/OR GSOE SOBA SOM	SPP VPUE - English Writing VPUE - Summer Session	Athletics UNEX Palm Desert BAS - Bookstore BAS - Child Dev Ctr BAS - TAPS	BAS - Housing/Dining BAS - UCR Card P&B - Faculty Housing VCSA - HUB VCSA - Health Center VCSA - Rec Center			

Cost Pools						
Infrastructure	Administration	Student Support	Acad & Research Support			
C&C BAS - Physical Plant BAS - Police	BAS - HR BAS – Accounting (BFS) BAS - All Others Planning & Budget Chancellor/EVC	Graduate Division Student Affairs	Academic Senate Library VCUA Research & Econ Dev VP Units (VPUE, VPIA, AP)			

Campus Budget Model: Tuition Allocation Methodology

Tuition Allocation Weighting Discussion Output



Tuition Allocation: Benefits & Considerations

	Instruction (High Weighting – ~60-80%)	Majors (Low Weighting – ~10-30%)	Performance (Low Weighting – ~5-25%)
BENEFITS	 Is the best surrogate for true cost of providing instruction and enables schools with heavy teaching loads more options in allocating resources Enables larger lower division classes which allows students to fulfill general education course requirements faster Creates opportunities for post- docs and TAs to teach lower division courses, allowing faculty to teach more complex, upper division courses and conduct research 	 Provides an incentive for schools to offer quality advising to retain majors, thus also improving graduation rates Promotes competency in students and quality of education within majors Results in a manageable number of students in each major to focus on and improve Low weighting prevents poaching of students from other schools 	 Optimizes the "appropriate" teaching of courses, availability/timing of courses, and space utilization Using Performance as a factor promotes student success as outlined in UCR 2020 Low weighting prevents a major decrease in quality of education simply to graduate students
CONSIDERATIONS	 May lead to colleges duplicating efforts and teaching classes already existing elsewhere Larger classes may lead to a decrease in quality of education provided 	 Schools are not heavily incentivized to attract students to enroll in the school's majors May not provide enough resources to cover advising in schools with higher major enrollment-to-instruction ratios 	 May be difficult to find a metric that best measures Performance equitably across all schools and colleges Increased selectivity may impact student demographics and cause a shift away from UCR's strategic goal of promoting diversity

Tuition Revenue Distribution Includes 70% of Undergraduate Tuition



- ✓ Workload will be calculated using Spring, Fall, and Winter quarter data to establish 7/1 Budgets.
- Graduate and Professional Tuition applies directly to Academic Units

Subvention – How is it calculated and how does it work?

Original Calculation for Academic Orgs



Permanent 19900 Budget

Subtract Tuition Revenue

Add Amount Charged for Cost Pools (Indirect Expenses)

Subvention*

*Note: Subvention is a determined amount based on the 1st calculation and is <u>not</u> computed each year

Adjustments Going Forward....

Note that incremental adjustments are dependent on **available funding** from the State or Student Fee increases

- Faculty Merits & Promotions
- Employee Benefits & Retirement
- Staff Merits & Range Adjustments
- Cluster Hires*

*Note: Cluster Hire funding previously set aside

Beginning FY16-17, there is no relationship or correlation between subvention and tuition revenue

Tuition Allocation & Subvention Scenario Analysis

\$

\$5

		FY15-16 Hold Harmless	FY16-17		
Carry Forward from Last FY		\$8 M	\$7 M		
Total Tuition	Revenue*	\$15 M	\$15.5 M		
Direct Reven	ue	\$23 M	\$25 M		
Direct Expenses		\$55 M	\$62 M		
Indirect Expenses		\$13 M	\$15 M		
Net		\$-22 M	\$-29.5 M		
Subvention		\$29 M	\$34 M		
Next FY Carr	y Forward	\$7 M	\$4.5 M		
0.5 M Tuition Revenue Increase	Reason: Additional enrollment resulted in more revenue from the Tuiti Revenue Calculation (60% Workload, 20% Major Headcount, 20% Performance)				
M Subvention Increase Reason: (Faculty Merits, Cluster Hires, Other Fixed Cost Increases)					

*Increases in tuition fee levels will be used to fund fixed cost increases. This will be reassessed as needed.

Hold-harmless Period

School XX Hypothetical Sample* *Revenue Generator*

	Old Model	New Model
Provost Budget	\$58 M	\$ 0
Total Tuition Revenue	\$ 0	\$38 M
Direct Revenue	Open	Open
Direct Expenses	\$54 M	\$54 M
Indirect Expenses	\$ 0	\$24 M
Net	\$4 M	\$-40 M
Subvention	\$ 0	\$44 M
Carry Forward	\$4 M	\$4 M

UG Tuition Allocation Scenario Analysis

FY2014-2015 Data	CHASS	BCOE	SOBA	CNAS
UG Headcount Major	10,050	2,235	1,048	4,699
Tuition Revenue for Headcount Major	X \$1,073	X \$1,073	\$1,073	\$1,073

*\$1,073 Per Student based on 2014-2015 UG Headcount Major

Scenario 1 - Proportionate Growth of 1,000 students	CHASS	BCOE	SOBA	CNAS
Headcount Majors Change	557	124	58	261
Additional Tuition Revenue	\$597,661	\$133,052	\$62,234	\$280,053
Scenario 2 - Disproportionate Growth of 1,000 students	CHASS	BCOE	SOBA	CNAS
Headcount Majors Change	610	175	35	180
Additional Tuition Revenue	\$654,530	\$187,775	\$37,555	\$193,140

So What Is My Budget for 2016-2017?

School XX Hypothetical Sample* *Revenue Generator*

	2015-2016	2016-2017
Provost Budget	\$o	\$o
Total Tuition Revenue	\$38 M	\$38M + Growth
Direct Revenue (Course Fees, etc.)	Open	Open
Direct Expenses	\$54 M	\$54M +/- Changes
Indirect Expenses	\$24 M	\$24M + SLA Cost Increases
Net	\$-40 M	Open
Subvention	\$44 M	\$44M + Fixed Cost Increases
SIF	-	Open
Cluster Hires	-	Open
Carry Forward	\$4 M	Open

*2013-2014 Actuals used in the model shown above

Graduate Student Tuition Allocation



Budget Model is managed through COGNOS reports

School XX Hypothetical Sample* *Revenue Generator*

	COGNOS Reports]	
	New Model		
Provost Budget	\$o		
Total Tuition Revenue	\$38 M		General Ledger
Direct Revenue	Open		Dudgot
Direct Expenses	\$54 M		Budget appears
Indirect Expenses	\$24 M		under Con anal Fun d
Net	\$-40 M		General Fund 19900
Subvention	\$44 M		
Carry Forward	\$4 M		

F&A Faculty Reimbursement

F&A is indirect cost recovery from the granting agency

Recognition of PI and department efforts to perform research

Redirection of existing revenue, not new revenue

FY2016-17 UCR F&A Dispersal

- Primary PI 5%
- Department 10%
- **VCRED 10%**
- College 25%
- Campus SIF 50%

Primary PI listed in UCRFS Campus SIF will be used for debt service on MRB building

F&A calculations under new methodology generates additional subvention for Schools & Colleges



Increase in	BCOE	CHASS	CNAS	GSOE	SOM	SPP
Subvention for F&A		¢100.007	¢900.160	¢10 616	¢100 =00	¢ 4 06 0
Swap	\$508,872	\$130,997	\$893,163	\$13,616	\$129,533	\$4,263

Cost Pools

New Campus Budget Model



Central Revenue Distribution



Moving to Cost Pools and Cost Allocations



Step-Down Allocation Methodology

- Infrastructure Operations costs are allocated to <u>all units</u>
- Administration costs are allocated to <u>Academic, Auxiliary, and Support</u> <u>Units</u>
- Support (Academic / Student Affairs & Research) costs are allocated to <u>Academic Units Only</u>

Recharge Rationalization & Activity

Goal: Eliminate 90% of recharge transactions



Changes to Recharge Funding

- Recharge funding will be moved or built into Service Providers' base budgets
- Funding calculations were based on a three-year average adjusted to remove large anomalies (e.g., SIS Implementation).
- ✓ Discussions were held with each dean/vice chancellor and their CFAO on the specific organizational impacts.
- ✓ Budgetary Entries will occur in **early winter quarter**.

Remaining Recharge Units



These units address specialized needs at pre-established rates

Recharge units will be reviewed by the Budget Committee as opposed to the SLA Governance Committee.

*Campus units cannot externally contract out A&E services

Example of Cost Pool Allocation

Physical Plant Budget: \$39M Campus Square Ft: 1.0M

	Unit 1	Unit 2	Unit 3	Unit 4	Unit 5	Total
Cost Pools						
Infrastructure: \$39/sq ft						
Physical Plant	\$8,970,000	\$14,040,000	\$6,630,000	\$1,950,000	\$7,410,000	\$39M
Square Footage	230,000	360,000	170,000	50,000	190,000	1.0 M
Student Support	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX
Academic/Research Support	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX
Administration	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX
Total Cost Pool Assessment	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX

Service Level Agreements

Purpose Statement of SLAs

SLAs will provide a vehicle to support the implementation of the budget design, creating operating efficiencies and reducing transaction processing in the service provider units.

Enables	Consistent service levels across the enterprise
Increases	Emphasis on quality of service provided
Encourages	Accountability between service providers and customers for level of service
Reduces	Transaction processing by eliminating immaterial and unnecessary recharge transactions
Defines	Core services verses incremental recharge activities
Creates	Transparency to cost and value provided for services

SLAs will be important in maintaining consistent levels of quality and expectations

Balancing Approach



Services vs. Cost to Provide

Service Level Agreements (SLA) change the conversation


Service Level Agreements (SLA)



The "Contract"

Core Services: Customers will be provided a high quality service that is sufficient to address their operational needs while also addressing regulatory or policy mandates. The cost of providing this level of service will be assessed to campus units according to an agreed cost driver (*Ex: HR* uses FTE, Facilities uses Square Ft.).

Premium Services: Customers can opt for an added level of service on a long-term basis to address their unique needs. This arrangement will be subject to a premiumlevel assessment on top of their core-level assessment (*Ex: CHASS contracting additional payroll services from BAS*).

Recharges: On an as-needed basis, services can select to address specialized needs at pre-established rates.

Understanding an SLA

Moving from a transaction based recharge billing to a cost allocation requires clearly defined SLAs and understanding of what a SLA should be.

What It Is <mark>NOT</mark>

- Detailed bill between each customers and service provider
- Not set in stone or a final document; a starting point which will undergo an iterative development process

What It Is

- Agreement with customers to align service level expectations
- Definition of core services
- Clear statement of processes or method of service delivery

13 SLAs by Cost Pool

Infrastructure	• BAS – Physical Plant • BAS – Police • C&C	Allocated to all Units
Administration*	 BAS – Human Resources BAS – Business & Financial Services BAS – General Administration (VC Office, Risk Mgmt, Mail, EH&S, Receiving) 	Allocated to all Units except Infrastructure
Student Support	 Graduate Division Student Affairs 	Allocated to Colleges and Schools
Academic/ Research Support	 Academic Senate Library Research & Economic Development University Advancement VP Units: VPUE, VPIA, Academic Personnel 	Allocated to Colleges and Schools

*The Administration cost pool will include central administration - Chancellor/EVC and Planning & Budget units (no SLAs).

SLA Governance Committee

SLA Governance Committee

Member	Initial Variable Term
Dean Smith	3 Years
Dean Peña	4 Years
CFAO Ruiz	2 Years
CFAO Vogel-Farias	4 Years
CFAO Sharp-Aten	2 Years
VC Sandoval	3 Years
Senate Chair Barish	Open

The SLA Governance Committee is an advisory committee to the Provost/EVC and Vice Chancellor of Planning & Budget

Make up of SLA Governance Committee:

- ✓ 2 Deans
- ✓ 2 CFAOs
- ✓ 1 Self-Supporting/Auxiliary Director
- ✓ 1 Service Provider
- 1 Chair of Academic Senate P&B Committee
- ✓ 3-year terms rotating new members each year

SLA Governance Committee Charter

Advocate	on behalf of the user
Verify	that service provision, quality of services, and costs are in alignment with the overall strategic objectives of UCR and the needs of the customer units
Review	each services provider's actual performance, both from a financial and qualitative perspective
Assess	service levels and funding requirements for the upcoming fiscal year
Recommend	to the Provost and Vice Chancellor of Planning and Budget changes to the levels of service and the funding necessary to support the service

SLA Governance Committee FY2015-16 Process



Governance Committee provided FP&A feedback on...

SLA content for understanding of services	Data needs to evaluate funding requirements and service quality	Customer unit needs
• Development of an SLA Best Practices Document	• Call Letters will communicate specific customer needs or concerns	Templates aligned with service providers

Strategic Investment Fund

Strategic Investment Fund (SIF)







- ✓ SIF Request Forms available on PB website
- "The Call" for SIF Requests will be sent via email to Deans/VCs by the VCPB 30 days prior...if funding is available
- Approval/Denial correspondence will be sent via email by FP&A on behalf of the Provost/VCPB
- Orgs will receive a single letter per cycle for any funding decisions made during the quarter

Consolidating funding decisions into 3 Mini SIF processes will achieve



Given SIF has limited funding for campus units, SIF requests should be funneled through the CFAO and Dean for prioritization and approval

What It Is NOT

- A resource to correct historical deficits or fund general operating expenses
- ✓ Funds to sustain a program
- ✓ A permanent funding source
- ✓ Substitute for available grant funding

What It Is

- Funding driven by aligned campus and organizational strategic goals
- Seed money for startup of self-sustaining programs
- Short term high priority investments
- Limited funding available to the campus

SIF Request Form

A 1-2-page form will be available on the P&B Website for units to submit funding requests in a uniform manner.

ORGANIZATION:	DATE OF REQUEST:							
SIF INSTRUCTIONS / GUIDANCE (for this process):								
Please use the template below to submit your Orgs SIF in SIF requests <u>should be based on</u> requests that are strat programs, start up projects, capital initiatives, etc. SIF re	egic investments or iniatives that	support campus	goals, i.e fundir	g needed for star	nd alone			
NOTE: There will be (3) Mini SIF Processes each Fiscal Yea Based on Mini SIF process timeline, please anticipate you				ocessing of fundi	ng requests.			
SIF TIMELINE for September, January, and April:								
Non-Salary Expense								
Request Description	Indicate what Campus Goal/ Functional Area the Request Supports	Total Perm Request	Total Temp Request	Org Contribution (\$)	Central Fundir Request (\$)			
	(Select One)							
Total Request					-			
PLEASE PROVIDE ANY ADDITIONAL INFORMATION NECESSARY TO	EVALUATE YOUR REQUEST.							
		1	1		1			
Chief Financial & Administrative Officer:		Dean or Vice	Chancellor:					
		Authorized Si			<u>.</u>			

Cognos Project Update

COGNOS Reports: Project Phases

Phase 1: Pilot Financial Data	• 'Proof of Concept' phase whereby provided a small number of campus-wide reports based on PeopleSoft financial data
Phase 2:	• Deliver 80% of the prioritized and validated
Expansion	reports based on varied data sources
Phase 3: Operationalization	• Operationalizing and maturing the process to implement Report Lifecycle and addition of new reports

COGNOS Reports: Approach



Three Levels of COGNOS Reports

Reports are designed to **facilitate decision-making** at various managerial levels

Туре	Audience
1. Campus-wide	Chancellor / Provost / VCPB/Senate Budget Committee
2. Organizational/ Departmental	Vice Chancellors and Deans
3. Organizational/ Departmental	Chief Financial & Administrative Officers and Department Chairs

1. Campus-wide

Chancellor / Provost / VCPB

College of Natural & Agricultural Sciences Organizational Budgets & Balances as of 7/1/2014

SUMMARY - ALL FUNDS

					Sales &				
		Federal, State			Services and				
	General	& Other	Various	Gifts &	Auxiliary	Contracts &		All Campus	
Funding Description	Funds	Approp	Student Fees	Endowments	Enterprises	Grants	All Other	Commitments	Total
Faculty	40,349,511	254,806	-	-	9,144	677,598	-	(16,611)	41,274,448
Other Academics	3,492,931		(958)	(45,705)	191,620	8,547,609	-	66,956	12,252,453
TA/GSRs	5,276,743	-	-	44,559	7,630	8,620,700	-	4,186,211	18,135,843
Staff	10,423,103	93,633	1,672	(7,828)	671,315	3,961,577	-	478,893	15,622,365
Benefits	15,225,478	3,167	(146)	(52,350)	363,781	4,358,771	-	2,186,617	22,085,318
Supplies & Expenses	2,018,065	24,081	232,634	3,645,369	2,230,542	16,726,322	16,666	263,697	25,157,376
Unallocated	6,858,033	971,136	1,464,289	9,880,044	1,983,416	1,925,618	308,195	6,177,051	29,567,782
Grand Total - Funds Available 7/1/14	83,643,864	1,346,823	1,697,491	13,464,089	5,457,448	44,818,195	324,861	13,342,814	164,095,585

On-Going Funding and Contracts & Grants

					Sales & Services and				
		Federal, State						On-Going	
	General	& Other	Various	Gifts &	Auxiliary	Contracts &		Campus	
Funding Description	Funds	Approp	Student Fees	Endowments	Enterprises	Grants	All Other	Commitments	Total
Faculty	34,740,712	254,806				677,598		139,439	35,812,555
Other Academics	3,150,974				191,818	8,547,609		15,000	11,905,401
TA/GSRs	5,719,849				7,630	8,620,700		4,186,211	18,534,390
Staff	10,561,862	93,633			670,025	3,961,577		226,548	15,513,645
Benefits	14,862,309				367,414	4,358,771		2,088,331	21,676,825
Supplies & Expenses	2,505,066		175,910	103,182	2,129,150	16,726,322		112,852	21,752,482
Unallocated	2,102,956	6,862		27,452	70,116	1,925,618		3,865,009	7,998,013
Total On-Going Funding	73,643,728	355,301	175,910	130,634	3,436,153	44,818,195	-	10,633,390	133,193,311

Carry Forward of Funds & One-Time Commitments

		Federal, State			Sales & Services and			One-Time	
	General	& Other	Various	Gifts &	Auxiliary	Contracts &		Campus	
Funding Description	Funds	Approp	Student Fees	Endowments	Enterprises	Grants	All Other	Commitiments	Total
Faculty	5,608,799				9,144			(156,050)	5,461,893
Other Academics	341,957		(958)	(45,705)	(198)			51,956	347,052
TA/GSRs	(443,106)			44,559					(398,547)
Staff	(138,759)		1,672	(7,828)	1,290			252,345	108,720
Benefits	363,169	3,167	(146)	(52,350)	(3,633)			98,286	408,493
Supplies & Expenses	(487,001)	24,081	36,724	3,542,187	101,392		16,666	150,845	3,404,894
Unallocated	4,755,077	964,274	1,464,289	9,852,592	1,913,300		308,195	2,312,042	21,569,769
Total One-Time Funding	10,000,136	991,522	1,521,581	13,333,455	2,021,295		324,861	2,709,424	30,902,274





2. Organizational/ Departmental **Chief Financial & Administrative Officers**

The **R'Plan Financial Report** displays the current financial position compared to the **R'Plan and provides forecast for** end of year financial position



R'Plan Detail: Drill-Down Capabilities

Provides the ability to monitor monthly, quarterly and year-to-date financial performance

			1710	6			ORG)	X Revenue and	Expense Actual	s.vs. Budget	FYXXXX						
		Revenue/Funding Bu	dget		Current Year Acutals						Current Year Projections						
FYXX Revenue/Funding	Prior Year Carry Forward	Established R'Plan	Total R'Plan Revenue	July	August	September	October		December					May	June	Total: YTD Revenue	% of Funding rec'd YTD
Agency				Actual	Actual	Actual	Actual	Actual	Actual	Projected	Projected	Projected	Projected	Projected	Projected	-	
Endow - Principal Approp																-	
State of Calif			_													-	
Student Tuition & Fees			(4)												1	<u></u>	
Local Government			100													12	
United States of America				-												1	
Endowment Income															1	-	
Private Gifts/Grants/Contract													-			-	
Sales & Service - Edu Act						1				1						-	
Other Sources																-	
Sales & Service - Aux Enterprise																1	
Reserves			(<u>è</u>)													<u>(2</u>	
Total Funding YTD	.= //	-	_	-	-	-	-	_	-	-	-	-	-	-	-	-	-

Detail Report provides the added functionalities of drilling down into the details and also expanding selections to view more granular data

R'Plan Dashboard





Red under 90% Yellow 75% - 89% Green 0% - 74%

Alert if below 10%

of Revenue Rec'd

Budget Evolutionary Timeline: Process Before Technology

