

**Fiscal Year 2018
Plan and Budget**

**Presented to the
Board of Regents
University of Houston System
August 24, 2017**

Chancellor Renu Khator

**University of Houston System
FY2018 Plan and Budget**

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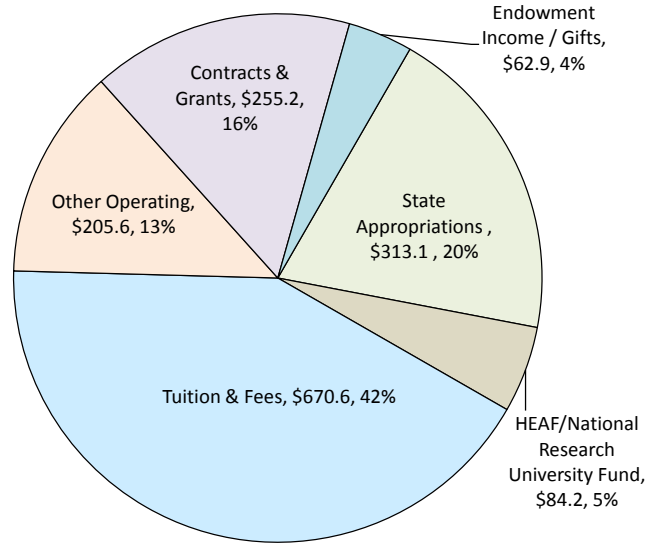
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University of Houston System Budget

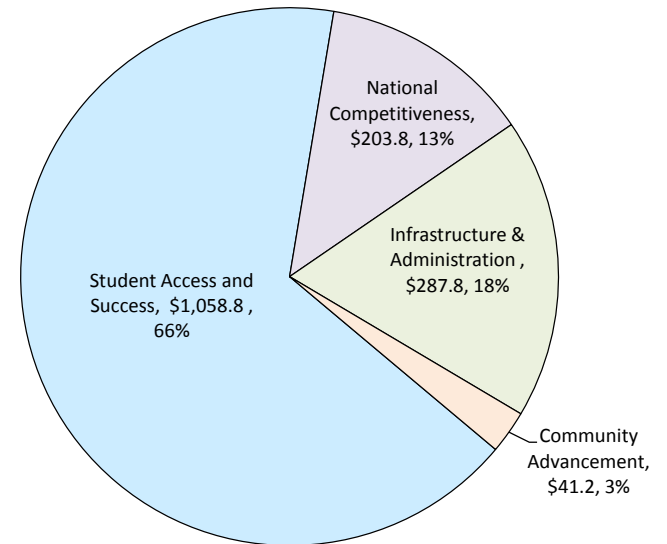
FY2017

Operating Budget Source of Funds



* Includes Federal Financial Aid Total \$1,591.6 Million

Operating Budget Use of Funds

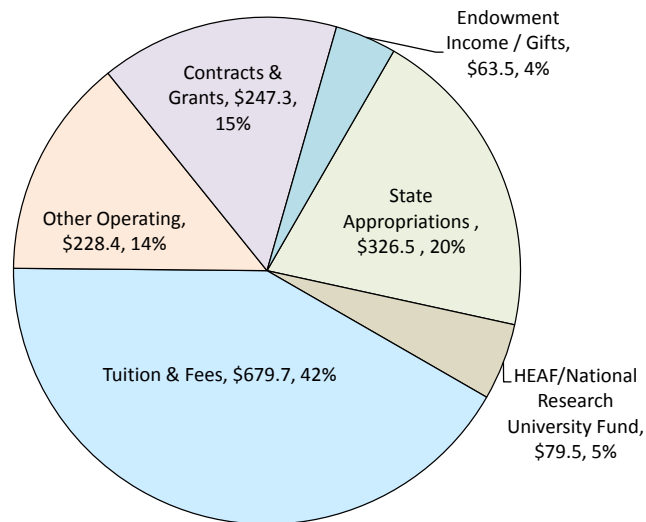


Total \$1,591.6 Million

Total Budget	
	\$ Millions
Operating Budget	\$ 1,591.6
Capital Facilities	246.7
Total	\$ 1,838.3

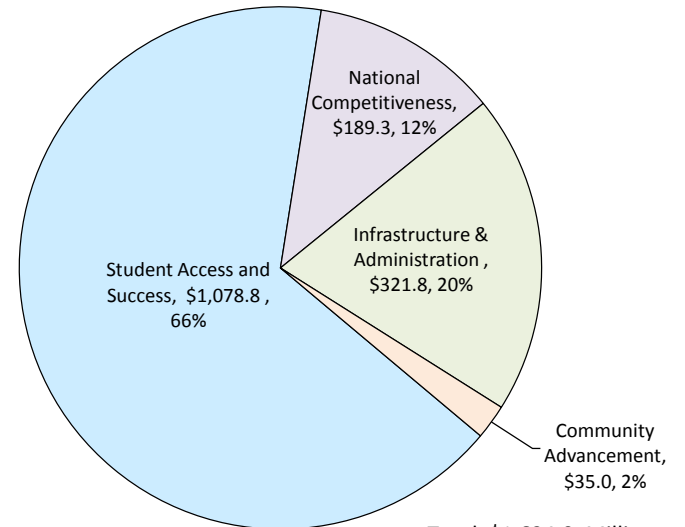
FY2018

Operating Budget Source of Funds



* Includes Federal Financial Aid Total \$1,624.9 Million

Operating Budget Use of Funds



Total \$1,624.9 Million

Total Budget	
	\$ Millions
Operating Budget	\$ 1,624.9
Capital Facilities	399.7
Total	\$ 2,024.6

University of Houston System Capital Construction Budget
FY2018 Project Expenditures by Campus

UH Capital Projects FY2018	
Description	FY2018
Health & Bio Science 2	15,000,000
Quad Housing Replacement	32,500,000
Academic Building - Sugar Land	16,258,096
Garage #5	6,151,291
Fertitta Center	39,563,252
Indoor Football Practice Facility	3,828,106
Cougar Sub Station Project	6,000,000
HVAC SERC	3,936,893
Science Building Renovation	12,900,000
ERP Building 9	5,879,612
ERP Tiger Trail Security Fence	1,058,400
Capital Renewal Deferred Maintenance	8,000,000
Katy Academic Building	13,000,000
Total	164,075,650

UH-Downtown Capital Projects FY2018	
Description	FY2018
STEM Building	41,000,000
Capital Renewal/Capital Improvement	1,670,000
Renovations/Adaptations	1,357,063
PeopleSoft - Student	1,152,000
Total	45,179,063

UH-Victoria Capital Projects FY2018	
Description	FY2018
University Commons (Student Center/Library)	25,500,000
Sophomore Housing	16,800,000
Science, Technology Building (STEM)	13,250,000
Health and Wellness Center	500,000
Pedestrian walkways on Ben Wilson Street	6,000,000
Town Plaza Mall (UHV Extension)	7,000,000
Renovations (North, West and Center Buildings)	600,000
Campus Expansion	1,000,000
Total	70,650,000

Total University of Houston System	399,688,643
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UH-Clear Lake Capital Projects FY2018	
Description	FY2018
Modular Building	76,597
Police Building	1,736,528
STEM and Classroom Building	52,655,907
Health Sciences and Classroom Building	14,638,721
Freshmen Housing	19,999,805
Dining Facilities	1,000,000
Recreation and Wellness Center	28,496,372
Capital Renewal Deferred Maintenance	1,080,000
Parking Lot/Roadway Maintenance	100,000
	119,783,930

System Capital Projects Allocation	
Campus	% of Total
University of Houston	41.1%
UH-Clear Lake	30.0%
UH-Downtown	11.3%
UH-Victoria	17.6%
Total	100.0%

University of Houston System Operating Budget
Revenues FY2014 - FY2018
\$ in Millions

	A 2014 Actual	B 2015 Actual	C 2016 Actual	D 2017 Budgeted	E 2018 Proposed
1 State Appropriations	\$ 279.6	\$ 280.7	\$ 301.7	\$ 313.1	\$ 326.5
2 HEAF/National Research University Fund	59.7	59.9	60.2	84.2	79.5
3 Tuition & Fees	561.2	606.5	642.0	670.6	679.7
4 Other Operating	157.9	161.0	182.0	205.6	228.4
Contracts & Grants	276.8	267.7	286.1	255.2	247.3
6 Endowment Income / Gifts	76.8	87.6	89.3	62.9	63.5
7 Total	<u>\$ 1,412.0</u>	<u>\$ 1,463.4</u>	<u>\$ 1,561.3</u>	<u>\$ 1,591.6</u>	<u>\$ 1,624.9</u>

* Includes Federal financial aid

University of Houston System Operating Budget
Expenditures FY2014 - FY2018
\$ in Millions

	A 2014 Actual	B 2015 Actual	C 2016 Actual	D 2017 Budgeted	E 2018 Proposed
1 Student Access and Success	\$ 936.0	\$ 952.9	\$ 1,019.2	\$ 1,058.8	\$ 1,078.8
2 National Competitiveness	157.4	161.7	173.9	203.8	189.3
3 Infrastructure & Administration	204.6	208.9	218.4	287.8	321.8
4 Community Advancement	48.0	48.2	50.4	41.2	35.0
5 Total	<u>\$ 1,346.0</u>	<u>\$ 1,371.7</u>	<u>\$ 1,461.9</u>	<u>\$ 1,591.6</u>	<u>\$ 1,624.9</u>

1.4

**University of Houston System
FY2018 Operating Budget Expenditures by Function**

	A	B	C	D	E	F	G	H	I	J	K	L
Expenditure Budget	Instruction	Research	Academic Support	Subtotal	Public Service	Student Services	Institutional Support	Physical Plant	Scholarships & Fellowships	Auxiliary Enterprises	FY2018 Total	FY2017 Total
1 Cost of Goods Sold			\$ 10,000	\$ 10,000	\$ 1,283,650	\$ 400	\$ 489,000	\$ -	\$ -	\$ 1,410,350	\$ 3,193,400	\$ 3,012,848
2 Tenure Track Faculty	189,453,548	5,674,458	3,543,427	198,671,433	65,867		6,250		35,000	36,722	198,838,123	191,826,386
3 Non-Tenure Track Faculty	36,103,076	8,480,422	3,108,623	47,692,121	179,263		-				47,871,384	47,671,072
4 Adjunct Faculty	18,403,090	1,204,578	1,604,656	21,212,324	80,000	35,000	-				21,332,324	21,997,683
5 Graduate Assistant	8,761,745	7,406,551	12,981,245	29,149,541	67,541	1,005,033	175,000		90,279	719,408	31,206,802	32,402,256
6 Exempt Staff	11,802,643	33,284,439	75,849,403	120,936,485	10,810,343	19,436,393	58,859,980	4,665,707	92,551	31,452,140	246,253,599	250,826,231
7 Non-Exempt Staff	4,676,035	4,230,650	23,406,609	32,313,294	4,148,799	9,290,877	14,744,226	15,232,838		8,065,912	83,814,122	83,311,403
8 Student Employees	832,728	381,439	5,106,801	6,320,968	176,532	1,448,111	465,952	87,274	593,966	4,094,519	13,187,322	14,003,061
9 Summer Instruction Salaries	6,465,937	2,259	846,500	7,314,696							7,317,696	7,839,798
10 Benefits	57,553,956	12,595,972	30,094,540	100,244,468	5,360,852	8,839,853	23,223,787	9,612,586	51,459	11,017,160	158,350,165	158,018,690
11 Subtotal	334,052,758	73,260,768	156,541,804	563,855,330	20,889,197	40,078,118	97,475,195	29,598,405	886,431	55,388,861	808,171,537	807,896,580
12 Capital	894,926	10,812,827	13,951,871	25,659,624	1,964,442	878,499	28,803,117	1,827,439		1,310,033	60,443,154	46,178,285
13 M&O	9,024,457	84,197,149	62,121,435	155,343,041	9,346,456	11,257,458	55,434,530	10,727,508	783,932	61,452,014	304,344,939	306,276,928
14 Travel & Business Expense	2,937,745	6,568,805	8,580,366	18,086,916	729,967	1,983,899	2,459,947	251,807	403,739	6,570,611	30,486,886	30,553,839
15 Debt Service		13,765,007	-	13,765,007	434,460		68,886,457	3,048,404		47,662,249	133,796,577	117,514,128
16 Utilities			350,000	356,400	343,484	10,000	32,000	22,548,983		11,010,431	34,301,298	34,768,099
17 Scholarship & Fellowship	1,015,282	758,123	14,941,104	16,714,509	46,000	142,600	211,633		232,463,643	660,000	250,238,385	245,327,251
18 Subtotal	13,878,810	116,101,911	99,944,776	229,925,497	12,864,809	14,272,456	155,827,684	38,404,141	233,651,314	128,665,338	813,611,239	780,618,530
19 Total Expenditure Budget	\$ 347,931,568	\$ 189,362,679	\$ 256,496,580	\$ 793,790,827	\$ 35,037,656	\$ 54,350,974	\$ 253,791,879	\$ 68,002,546	\$ 234,537,745	\$ 185,464,549	\$ 1,624,976,176	\$ 1,591,527,958

	A	B	C	D	E	F	G	H	I	J	K	L
Expenditures by Campus	Instruction	Research	Academic Support	Subtotal	Public Service	Student Services	Institutional Support	Physical Plant	Scholarships & Fellowships	Auxiliary Enterprises	FY2018 Total	FY2017 Total
20 System Admin	-	908,532	1,249,443	2,157,975	-	337,705	56,068,114	467,293	16,121	-	59,047,208	44,906,755
21 University of Houston	233,246,520	182,299,032	196,078,489	611,624,041	31,128,462	30,803,326	148,779,953	43,390,058	158,180,976	163,845,961	1,187,752,777	1,161,597,040
22 UH-Clear Lake	45,849,218	3,520,644	18,839,443	68,209,305	10,000	7,274,166	18,598,759	9,770,220	19,463,220	8,167,230	131,492,900	140,148,201
23 UH-Downtown	48,861,760	2,385,684	33,328,775	84,576,219	3,393,179	7,666,245	24,814,552	8,659,298	44,693,607	8,946,119	182,749,219	179,122,273
24 UH-Victoria	19,974,070	248,787	7,000,430	27,223,287	506,015	8,269,532	5,530,501	5,715,677	12,183,821	4,505,239	63,934,072	65,753,689
25 Total	\$ 347,931,568	\$ 189,362,679	\$ 256,496,580	\$ 793,790,827	\$ 35,037,656	\$ 54,350,974	\$ 253,791,879	\$ 68,002,546	\$ 234,537,745	\$ 185,464,549	\$ 1,624,976,176	\$ 1,591,527,958

Fund Groups Used in the Budget Presentation

The tables that display the source of funds and use of funds in this budget presentation have been organized into three categories based on type of funds:

Table 1. Summary of Sources & Uses of Funds

This table is a summary of all fund groups and is the sum of Tables 2, 3 and 4 that follow below.

Table 2. Operations

Operating funds include the Educational and General, Designated, and Auxiliary fund groups as follows:

- **Educational and General Funds** - Funds for administration, institutional expense, instruction and departmental research, physical plant operation, libraries, and other items relating to instruction. Most state appropriations are accounted for in this fund.
- **Designated Funds** - Funds arising from sources that have been internally designated by management and approved by the Board of Regents to be used for special purposes.
- **Auxiliary Enterprises Funds** - Funds for activities that furnish services to students, faculty, or staff for which charges are made that are directly related to the cost of the service, such as residence halls, intercollegiate athletics, and food services.

Table 3. Restricted

Restricted funds include contracts and grants for research and financial aid, gift income, and certain endowment income that can be used only for restricted purposes that have been specified by outside entities or persons.

Table 4. Capital Projects

Capital Projects, which are a portion of the Plant Fund group, are used for construction, rehabilitation, and acquisition of physical properties for institutional purposes.

University of Houston System Combined
Appendix A - Allocation of New FY 2018 Resources

<u>Revenue Changes</u>		A
Appropriations Bill		
<u>General Revenue</u>		
1	Formula Funding	\$ (3,456,592)
2	State Reductions to Institutional Operations	(5,209,369)
3	Tuition Revenue Bonds	14,560,099
4	Hold Harmless Funding (1)	10,186,591
5	Subtotal General Revenue	<u>16,080,729</u>
<u>Special Items</u>		
6	New Pharmacy Special Item (1)	5,000,000
7	Reduction to Special Items	(6,599,464)
8	Subtotal Special Items	<u>(1,599,464)</u>
9	Subtotal Appropriations	<u>14,481,265</u>
Tuition and Fees		
10	Consolidated Tuition and Fees	5,788,434
11	Set-Aside	3,901,490
12	Student Service Fee	480,869
13	University Center Fees	556,033
14	Residential Life and Housing	1,201,222
15	Parking Fees	694,957
16	Subtotal Tuition and Fees	<u>12,623,005</u>
Other		
17	Non-endow Inv Inc, Lab Fees	596,289
18	Investment Income	42,222
19	Endowment Income	100,398
20	Fund Balance - Department	4,726,771
21	Fund Balance - University	5,084,908
22	Transfer Among Components	(94,368)
23	Subtotal Other	<u>10,456,220</u>
24	Total Net Revenue	<u>\$ 37,560,490</u>

<u>Reallocations/Reductions</u>		B
1	Reallocations/Reductions	\$ (24,029,502)
2	Subtotal - Reallocations/Reductions	<u>\$ (24,029,502)</u>

<u>Priority/Initiative Allocations</u>		C
3	Priority 1. Student Access and Success	\$ 20,111,614
4	Priority 2. National Competitiveness	9,642,419
5	Priority 3. University Infrastructure & Administration	21,689,837
6	Priority 4. Community Advancement	94,962
7	Contingency (2)	6,832,000
8	Contingency [one-time funds] (3)	3,219,160
9	Total Priority/Initiative Allocations	<u>\$ 61,589,992</u>
10	Total Net Reductions and New Allocations	<u>\$ 37,560,490</u>

- 1) One-Time Funding
2) These funds are reserved for allocation pending the outcome of the 85th Legislature special session.
3) One-Time Funds are reserved for allocation pending further analysis.

University of Houston System Combined

Table 1 - Sources & Uses

(\$ in Millions)

	A	B	C	D	E	F	G
	<u>Historical</u>	-----Change-----		<u>Current</u>	-----Change-----		<u>New</u>
	FY2016 Budget	Dollars	Percent	FY2017 Budget	Dollars	Percent	FY2018 Budget
<u>Operating & Restricted Budget</u>							
Source of Funds							
1 State Appropriations	\$ 301.0	\$ 11.9	4.0%	\$ 313.0	\$ 13.6	4.3%	\$ 326.5
2 HEAF/NRUF	43.6	26.8	61.5%	70.5	(2.0)	-2.8%	68.5
3 Tuition & Fees	645.8	24.7	3.8%	670.5	8.7	1.3%	679.2
4 Other Operating	217.3	2.1	1.0%	219.4	20.7	9.4%	240.1
5 Contracts & Grants	253.4	1.9	0.7%	255.3	(8.0)	-3.1%	247.2
6 Endowment Income/Gifts	63.5	(0.6)	-0.9%	62.9	0.5	0.8%	63.5
7 Total Sources	\$ 1,524.7	\$ 66.8	4.4%	\$ 1,591.6	\$ 33.4	2.1%	\$ 1,624.9
Use of Funds by Object							
8 Salaries and Wages - Faculty	\$ 257.5	\$ 12.4	4.8%	\$ 269.9	\$ 5.9	2.2%	\$ 275.8
9 Salaries and Wages - Staff	369.3	11.0	3.0%	380.3	(6.0)	-1.6%	374.3
10 Benefits	145.2	12.9	8.9%	158.1	0.2	0.1%	158.4
11 M&O	358.3	(18.5)	-5.2%	339.9	(1.7)	-0.5%	338.2
12 Capital	40.0	6.2	15.5%	46.2	14.3	30.9%	60.4
13 Scholarships	241.1	3.7	1.6%	244.9	5.0	2.0%	249.8
14 Debt Service	79.8	37.7	47.2%	117.5	16.3	13.9%	133.8
15 Utilities	33.4	1.3	3.9%	34.8	(0.5)	-1.3%	34.3
17 Total Uses	\$ 1,524.7	\$ 66.8	4.4%	\$ 1,591.6	\$ 33.4	2.1%	\$ 1,624.9

Capital Facilities Budget

Source of Funds							
18 HEAF	\$ 16.6	\$ (2.8)	-17.0%	\$ 13.8	\$ 0.3	2.0%	\$ 14.0
19 Bonds	49.7	105.7	212.9%	155.4	72.3	46.5%	227.7
20 Gifts	11.6	7.8	67.4%	19.5	(18.4)	-94.4%	1.1
21 Other	94.8	(38.7)	-40.8%	56.1	100.8	179.6%	156.9
22 HEAF Bond Proceeds/Insttit Funds	15.8	(13.8)	-87.3%	2.0	(2.0)	-100.0%	-
23 Total Sources	\$ 188.5	\$ 58.3	30.0%	\$ 246.7	\$ 153.0	62.0%	\$ 399.7
Use of Funds by Object							
24 Construction	\$ 120.6	\$ 75.3	62.5%	\$ 195.9	\$ 139.1	71.0%	\$ 335.0
25 Major Rehabilitation	48.9	(15.4)	-31.6%	33.4	17.3	51.7%	50.7
26 Acquisitions	19.0	(1.6)	-8.3%	17.4	(3.4)	-19.6%	14.0
27 Total Uses	\$ 188.5	\$ 58.3	30.0%	\$ 246.7	\$ 153.0	62.0%	\$ 399.7

Total Operating, Restricted and Capital Budget

28	\$ 1,713.2	\$ 125.1	7.3%	\$ 1,838.3	\$ 186.4	10.1%	\$ 2,024.6
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University of Houston System Combined

Table 2 - Operations

Source of Funds	FY2017	-----Change-----		FY2018
	Budget	Dollars	Percent	Budget
General Funds				
State General Revenue Appropriations				
Formula Funding	\$ 207,293,331	\$ 2,433,255	1.2%	\$ 209,726,586
Special Items	18,884,133	(1,599,464)	-8.5%	17,284,669
National Research University Fund	7,420,950	(1,738,328)	-23.4%	5,682,622
Tuition Revenue Bonds	31,420,401	14,560,099	46.3%	45,980,500
State Benefits Appropriation	55,250,787	(1,844,241)	-3.3%	53,406,546
Dedicated Appropriations	117,919	2,385	2.0%	120,304
Subtotal State General Revenue Appropriations	320,387,521	11,813,706	3.7%	332,201,227
Tuition and Fees				
Consolidated Tuition & Fees	90,414,274	1,248,708	1.4%	91,662,982
Statutory Tuition	47,106,765	(5,789,118)	-12.3%	41,317,647
Lab/other Student Fees	78,839	20,244	25.7%	99,083
Subtotal Tuition and Fees	137,599,878	(4,520,166)	-3.3%	133,079,712
HEAF	76,789,547	14,361	0.0%	76,803,908
Indirect Cost	1,257,509	(18,600)	-1.5%	1,238,909
Aux Admin Chg/Other	4,850,000	161,542	3.3%	5,011,542
Income on State Treasury Deposits	140,899	197,286	140.0%	338,185
Fund Balance	290,000	214,637	74.0%	504,637
Subtotal General Funds	541,315,354	7,862,766	1.5%	549,178,120
Designated				
Tuition and Fees				
Consolidated Tuition & Fees	425,035,764	13,067,630	3.1%	438,103,394
Voluntary Fees	19,815,565	1,073,567	5.4%	20,889,132
Library Fee	2,746,193	27,846	1.0%	2,774,039
Technology Fee	7,648,122	300,271	3.9%	7,948,393
Information Resource Fee	4,383,732	(283,382)	-6.5%	4,100,350
Major/Department/Class Fees	14,137,076	(31,197)	-0.2%	14,105,879
Subtotal Tuition and Fees	473,766,452	14,154,735	3.0%	487,921,187
Indirect Cost	19,016,237	(783,689)	-4.1%	18,232,548
Investment Income on Non-Endowed Funds	2,948,524	525,757	17.8%	3,474,281
Endowment Income	9,976,311	404,763	4.1%	10,381,074
Contracts / Grants / Gifts	1,840,494	(43,111)	-2.3%	1,797,383
Intellectual Property Management	22,000,000	8,000,000	36.4%	30,000,000
Self Supporting Organizations/Others	36,536,096	(3,757,862)	-10.3%	32,778,234
Fund Balance	7,794,260	5,654,787	72.6%	13,449,047
Subtotal Designated Funds	573,878,374	24,155,380	4.2%	598,033,754
Auxiliary Enterprises				
Student Fees				
Student Service Fee	33,794,690	328,886	1.0%	34,123,576
Recreation and Wellness Center	9,947,824	(4,252)	0.0%	9,943,572
University Center Fee	12,367,962			12,367,962
Other Student Fees	3,302,770	(413,473)	-12.5%	2,889,297
Subtotal Student Fees	59,413,246	(88,839)	-0.1%	59,324,407
Sales & Service - Student Housing	44,158,126	(12,523)	0.0%	44,145,603
Sales & Service - Parking	17,180,022	814,957	4.7%	17,994,979
Sales & Service - Athletics/Hotel/UC/Other	56,142,561	6,947,506	12.4%	63,090,067
Fund Balance	370,199	320,455	86.6%	690,654
Subtotal Auxiliary Funds	177,264,154	7,981,556	4.5%	185,245,710
Total Current Operating Funds	1,292,457,882	39,999,702	3.1%	1,332,457,584
Interfund Transfer	(17,034,556)	1,013,476	-5.9%	(16,021,080)
Total Sources	\$ 1,275,423,326	\$ 41,013,178	3.2%	\$ 1,316,436,504
Use of Funds by Object				
Salaries and Wages	\$ 595,409,446	\$ (220,233)	0.0%	\$ 595,189,213
Benefits	147,827,149	(86,303)	-0.1%	147,740,846
M&O	254,055,989	7,013,623	2.8%	261,069,612
Capital	36,600,962	14,185,350	38.8%	50,786,312
Scholarships	89,591,036	4,305,094	4.8%	93,896,130
Debt Service	117,514,128	16,282,449	13.9%	133,796,577
Utilities	34,424,616	(466,802)	-1.4%	33,957,814
Total Uses	\$ 1,275,423,326	\$ 41,013,178	3.2%	\$ 1,316,436,504

University of Houston System Combined
Table 3 - Restricted

Source of Funds	FY2017	-----Change-----		FY2018
	Budget	Dollars	Percent	Budget
Restricted				
Contracts and Grants				
Research	\$ 115,062,966	\$ (6,890,776)	-6.0%	\$ 108,172,190
Financial Aid	138,074,591	(1,145,372)	-0.8%	136,929,219
Houston Public Media	2,145,342			2,145,342
Gifts	42,350,644	(109,709)	-0.3%	42,240,935
Endowment Income	16,154,993	674,868	4.2%	16,829,861
Other Restricted	2,124,268	(147,591)	-6.9%	1,976,677
Total Current Operating Funds	315,912,804	(7,618,580)	-2.4%	308,294,224
Interfund Transfer	225,986	19,462	8.6%	245,448
Total Sources	\$ 316,138,790	\$ (7,599,118)	-2.4%	\$ 308,539,672
Use of Funds by Object				
Salaries and Wages	\$ 54,811,272	\$ 40,887	0.1%	\$ 54,852,159
Benefits	10,293,400	315,919	3.1%	10,609,319
M&O	85,840,741	(8,706,369)	-10.1%	77,134,372
Capital	9,577,323	79,519	0.8%	9,656,842
Scholarships	155,272,570	670,926	0.4%	155,943,496
Utilities	343,484			343,484
Total Uses	\$ 316,138,790	\$ (7,599,118)	-2.4%	\$ 308,539,672

University of Houston System Combined
Table 5 - Number of Full-Time Equivalent Positions

Employee Classification	FY2017 Budget	-----Change-----		FY2018 Budget
		FTE	Percent	
Faculty	2,009	65	3.2%	2,074
Part-time Faculty	1,374	(27)	-2.0%	1,347
Professional Staff	2,727	(98)	-3.6%	2,629
Classified Staff	2,601	(9)	-0.3%	2,592
Temporary Staff	1,126	(22)	-2.0%	1,104
Total	9,837	(91)	-0.9%	9,746

University of Houston System Combined
Table 6 - Student Credit Hours, Headcount, and FTE

	FY2014 Actuals	FY2015 Actuals	FY2016 Actuals	FY2017 Budget	FY2018 Budget	FY18 vs FY17 \$ Change
Semester Credit Hours						
Lower Division	590,183	642,519	657,568	680,035	695,678	15,643
Upper Division	679,359	688,969	711,800	722,871	750,460	27,589
Masters	174,668	177,550	183,809	186,432	176,931	(9,501)
Doctoral	32,350	30,504	34,365	31,994	32,006	12
Special Professional	53,723	54,177	54,756	57,592	58,168	576
Total	<u>1,530,283</u>	<u>1,593,719</u>	<u>1,642,298</u>	<u>1,678,924</u>	<u>1,713,243</u>	<u>34,319</u>
Semester Credit Hours-On/Off Campus						
On Campus	1,119,858	1,136,358	1,167,787	1,253,781	1,240,924	(12,857)
Off Campus	410,425	457,361	474,511	425,143	472,319	47,176
Total	<u>1,530,283</u>	<u>1,593,719</u>	<u>1,642,298</u>	<u>1,678,924</u>	<u>1,713,243</u>	<u>34,319</u>
Fall Headcount	65,948	68,422	70,017	71,418	71,915	497
Fall FTE	49,836	52,025	53,149	54,469	54,849	380

University of Houston System Administration Budget

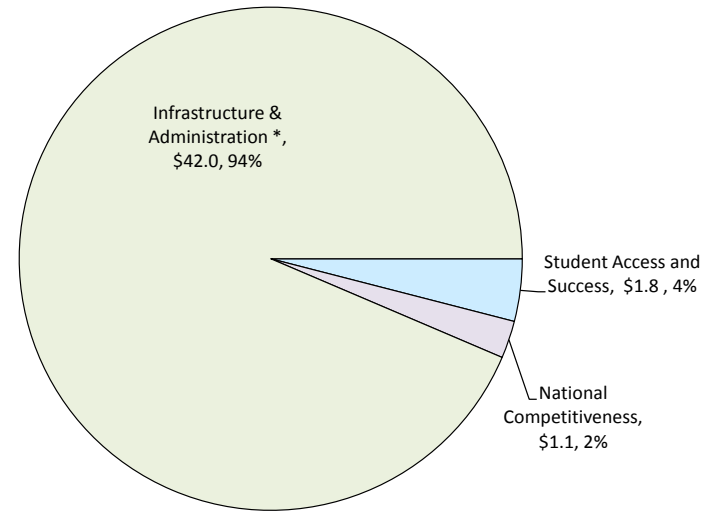
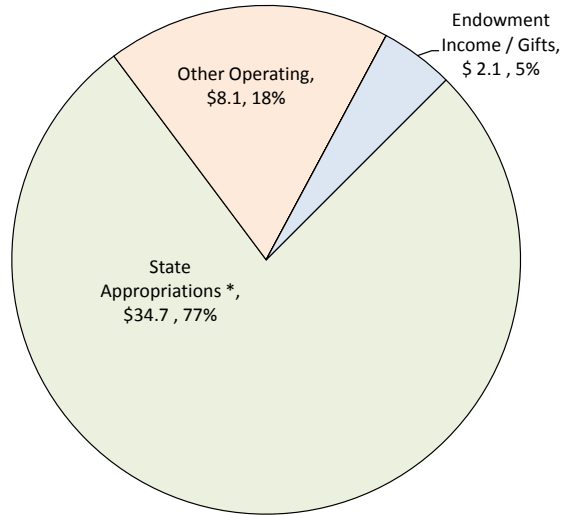
FY2017

Operating Budget Source of Funds

Operating Budget Use of Funds

Total Budget

	\$ Millions
Operating Budget	\$ 44.9
Capital Facilities	-
Total	\$ 44.9



* Includes TRB debt service

Total \$44.9 Million

Total \$44.9 Million

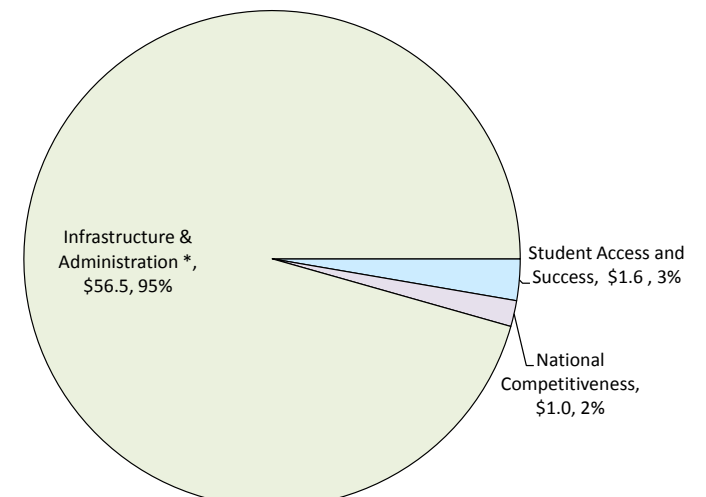
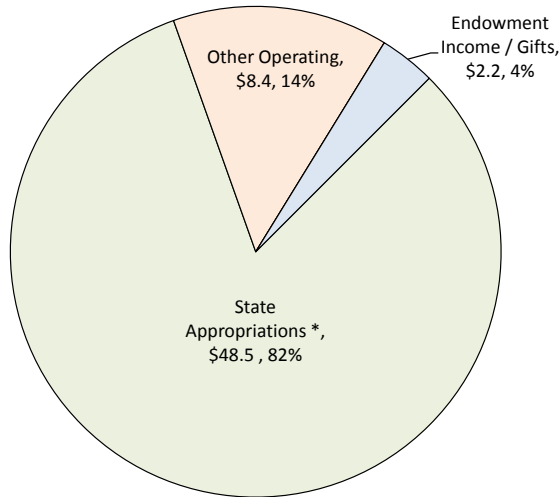
FY2018

Operating Budget Source of Funds

Operating Budget Use of Funds

Total Budget

	\$ Millions
Operating Budget	\$ 59.1
Capital Facilities	-
Total	\$ 59.1



* Includes TRB debt service

Total \$59.1 Million

Total \$59.1 Million

University of Houston System Administration Operating Budget
Revenues FY2014 - FY2018
\$ in Millions

	A 2014 Actual	B 2015 Actual	C 2016 Actual	D 2017 Budgeted	E 2018 Proposed
1 State Appropriations *	\$ 25.8	\$ 25.9	\$ 25.0	\$ 34.7	\$ 48.5
2 Other Operating	8.4	8.1	6.9	8.1	8.4
3 Contracts & Grants	1.5	1.5	1.5	0.0	0.0
4 Endowment Income / Gifts	4.4	4.6	4.8	2.1	2.2
5 Total	<u>\$ 40.1</u>	<u>\$ 40.1</u>	<u>\$ 38.2</u>	<u>\$ 44.9</u>	<u>\$ 59.1</u>

* Includes TRB debt service

University of Houston System Administration Operating Budget
Expenditures FY2014 - FY2018
\$ in Millions

	A 2014 Actual	B 2015 Actual	C 2016 Actual	D 2017 Budgeted	E 2018 Proposed
1 Student Access and Success	\$ 1.4	\$ 1.5	\$ 1.4	\$ 1.8	\$ 1.6
2 National Competitiveness	1.1	1.0	1.0	1.1	1.0
3 Infrastructure & Administration *	32.8	32.7	33.4	42.0	56.5
4 Community Advancement	0.0	0.0	0.0	0.0	0.0
5 Total	<u>\$ 35.3</u>	<u>\$ 35.2</u>	<u>\$ 35.8</u>	<u>\$ 44.9</u>	<u>\$ 59.1</u>

* Includes TRB debt service

**University of Houston System Administration
FY 2018 Operating Budget Expenditures by Function**

Budget Node Description	A	B	C	D	E	F	G	H	I	J	K		L
	Instruction	Research	Academic Support	Subtotal	Public Service	Student Services	Institutional Support	Physical Plant	Scholarships & Fellowships	Auxiliary Enterprises	FY2018	Total	FY2017 Total
1 Exempt Staff	\$ -	\$ 417,000	\$ 749,500	\$ 1,166,500	\$ -	\$ 320,705	\$ 6,414,603	\$ 37,919	\$ -	\$ -	\$ 7,939,727		\$ 7,797,936
2 Non-Exempt Staff			78,238	78,238			58,245	97,553			234,036		269,377
3 Student Employees							30,000				30,000		21,190
4 Benefits		7,400	44,000	51,400		7,400	1,973,575	19,700			2,052,075		1,845,972
5 Subtotal		424,400	871,738	1,296,138		328,105	8,476,423	155,172			10,255,838		9,934,475
6 M&O		484,132	175,299	659,431	-	9,600	1,088,485	310,121	-		2,067,637		2,806,766
7 Travel & Business Expense			1,401	1,401			341,072	2,000			344,473		303,898
8 Debt Service							45,980,501				45,980,501		31,420,401
9 Scholarship & Fellowship			201,005				181,633		16,121		398,759		441,215
10 Subtotal		484,132	377,705	861,837	-	9,600	47,591,691	312,121	16,121		48,791,370		34,972,280
11 Total Expenditure Budget	\$ -	\$ 908,532	\$ 1,249,443	\$ 2,157,975	\$ -	\$ 337,705	\$ 56,068,114	\$ 467,293	\$ 16,121	\$ -	\$ 59,047,208		\$ 44,906,755

University of Houston System Administration
Appendix A - Allocation of New FY 2018 Resources

Revenue Changes		A
Appropriations Bill		
<u>General Revenue</u>		
1	Tuition Revenue Bonds	\$ 14,560,099
2	State Reductions to Institutional Operations	(45,762)
3	Hold Harmless Funding (1)	166,234
4	Subtotal General Revenue	<u>14,680,571</u>
<u>Special Items</u>		
5	Reduction to Other Special Items	<u>(237,429)</u>
6	Subtotal Special Items	<u>(237,429)</u>
7	Subtotal Appropriations	<u>14,443,142</u>
Other		
8	Endow/Inv Interest Income	21,675
9	Subtotal Other	<u>21,675</u>
10	Total Net Revenue	<u>\$ 14,464,817</u>

Priority/Initiative Allocations		B
Priority 3. University Infrastructure & Administration		
1	Tuition Revenue Bond Debt Service	\$ 14,560,099
2	Administrative Operations	<u>(95,282)</u>
3	Subtotal - University Infrastructure & Administration	<u>14,464,817</u>
4	Total Priority/Initiative Allocations	<u>\$ 14,464,817</u>

1) One-Time Funding

University of Houston - System Administration

Table 1 - Sources & Uses

(\$ in Millions)

	A	B	C	D	E	F	G
	<u>Historical</u>	-----Change-----		<u>Current</u>	-----Change-----		<u>New</u>
	FY2016 Budget	Dollars	Percent	FY2017 Budget	Dollars	Percent	FY2018 Budget
Operating & Restricted Budget							
Source of Funds							
1 State Appropriations	\$ 25.6	\$ 9.1	35.6%	\$ 34.7	\$ 13.8	39.7%	\$ 48.5
4 Other Operating	7.6	0.5	5.9%	8.1	0.4	4.7%	8.4
6 Endowment Income/Gifts	1.7	0.5	27.2%	2.2	(0.0)	-0.5%	2.1
7 Total Sources	\$ 34.9	\$ 10.0	28.8%	\$ 44.9	\$ 14.1	31.5%	\$ 59.1
Use of Funds by Object							
9 Salaries and Wages - Staff	\$ 7.9	\$ 0.3	3.3%	\$ 8.2	\$ 0.0	0.6%	\$ 8.2
10 Benefits	1.8	0.1	4.5%	1.9	0.2	10.8%	2.1
11 M&O	2.9	0.6	21.2%	3.5	(0.7)	-19.5%	2.8
14 Debt Service	22.4	9.1	40.5%	31.4	14.6	46.3%	46.0
17 Total Uses	\$ 34.9	\$ 10.0	28.8%	\$ 44.9	\$ 14.1	31.5%	\$ 59.1

Total Operating, Restricted and Capital Budget

28	\$ 34.9	\$ 10.0	28.8%	\$ 44.9	\$ 14.1	31.5%	\$ 59.1
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University of Houston-System Administration
Table 2 - Operations

Source of Funds	FY2017 Budget	-----Change-----		FY2018 Budget
		Dollars	Percent	
General Funds				
State General Revenue Appropriations				
General Revenue	\$ 1,425,000	120,472	8.5%	\$ 1,545,472
Special Items	711,961	(237,429)	-33.3%	474,532
Tuition Revenue Bonds	31,420,401	14,560,099	46.3%	45,980,500
State Benefits Appropriation	1,139,278	(669,409)	-58.8%	469,869
Subtotal State General Revenue Appropriations	34,696,640	13,773,733	39.7%	48,470,373
Designated				
Investment Income on Non-Endowed Funds	100,198	11,019	11.0%	111,217
Endowment Income	1,666,355	10,656	0.6%	1,677,011
Service Charge	5,503,573	1,646,662	29.9%	7,150,235
Fund Balance	2,454,053	(1,276,041)	-52.0%	1,178,012
Subtotal Designated Funds	9,724,179	392,296	4.0%	10,116,475
Total Current Operating Funds	44,420,819	14,166,029	31.9%	58,586,848
Total Sources	\$ 44,420,819	\$ 14,166,029	31.9%	\$ 58,586,848
Use of Funds by Object				
Salaries and Wages	\$ 8,154,503	\$ 49,260	0.6%	\$ 8,203,763
Benefits	1,845,972	206,103	11.2%	2,052,075
M&O	2,999,943	(649,434)	-21.6%	2,350,509
Debt Service	31,420,401	14,560,100	46.3%	45,980,501
Total Uses	\$ 44,420,819	\$ 14,166,029	31.9%	\$ 58,586,848

University of Houston-System Administration

Table 3 - Restricted

	FY2017	-----Change-----		FY2018
	Budget	Dollars	Percent	Budget
Source of Funds				
Restricted				
Endowment Income	\$ 485,936	\$ (25,576)	-5.3%	\$ 460,360
Total Current Operating Funds	485,936	(25,576)	-5.3%	460,360
Total Sources	<u>\$ 485,936</u>	<u>\$ (25,576)</u>	<u>-5.3%</u>	<u>\$ 460,360</u>
Use of Funds by Object				
M&O	\$ 485,936	(25,576)	-5.3%	\$ 460,360
Total Uses	<u>\$ 485,936</u>	<u>\$ (25,576)</u>	<u>-5.3%</u>	<u>\$ 460,360</u>

University of Houston-System Administration
Table 5 - Number of Full-Time Equivalent Positions

Employee Classification	FY2017 Budget	-----Change-----		FY2018 Budget
		FTE	Percent	
Professional Staff	60	2	3.3%	62
Classified Staff	10	-	0.0%	10
Total	70	2	2.9%	72

University of Houston-System Administration
Note to Table 2: Operations Expenditures By Organization

	FY2017	-----Change-----		FY2018
	Budget	Dollars	Percent	Budget
Use of Funds by Organization				
Regents	\$ 302,508			\$ 302,508
Chancellor	1,888,136	79,400	4.2%	1,967,536
Academic Affairs	1,087,694	(221,796)	-20.4%	865,898
Student Affairs	330,305			330,305
Research	332,000	94,600	28.5%	426,600
Administration and Finance	1,333,889	(41,539)	-3.1%	1,292,350
University Advancement	467,191			467,191
Governmental Relations	1,252,902	(43,852)	-3.5%	1,209,050
General Counsel	1,528,685	(86,491)	-5.7%	1,442,194
Auditing	1,395,812	5,127	0.4%	1,400,939
Staff Benefits	1,953,182	180,909	9.3%	2,134,091
Institutional	310,000	(123,000)	-39.7%	187,000
Subtotal Operations	12,182,304	(156,642)	-1.3%	12,025,662
NASA Programs	711,961	(237,429)	-33.3%	474,532
Other Uses				
Transfer to UH for Charter School	106,153			106,153
Debt Service	31,420,401	14,560,100	46.3%	45,980,501
Total Uses	\$ 44,420,819	\$ 14,166,029	31.9%	\$ 58,586,848

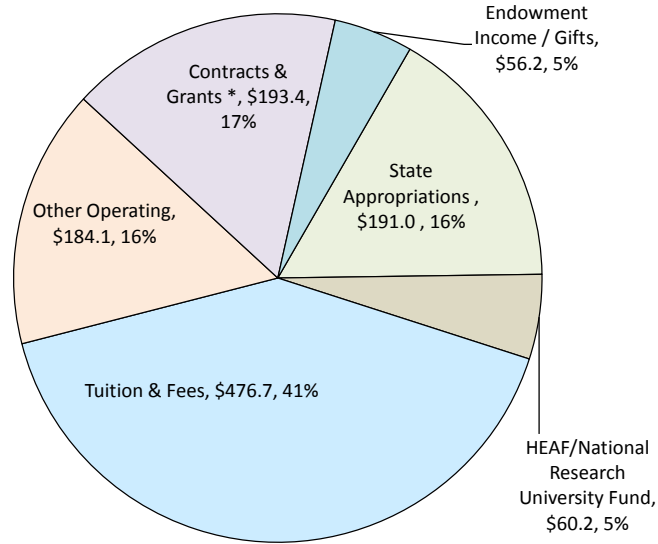
University of Houston-System Administration
Note to Table 3: Operations Expenditures By Organization

	FY2017	-----Change-----		FY2018
	Budget	Dollars	Percent	Budget
Use of Funds by Organization				
Academic Affairs	\$ 485,936	\$ (25,576)	-5.3%	\$ 460,360
Total Uses	\$ 485,936	\$ (25,576)	-5.3%	\$ 460,360

University of Houston Budget

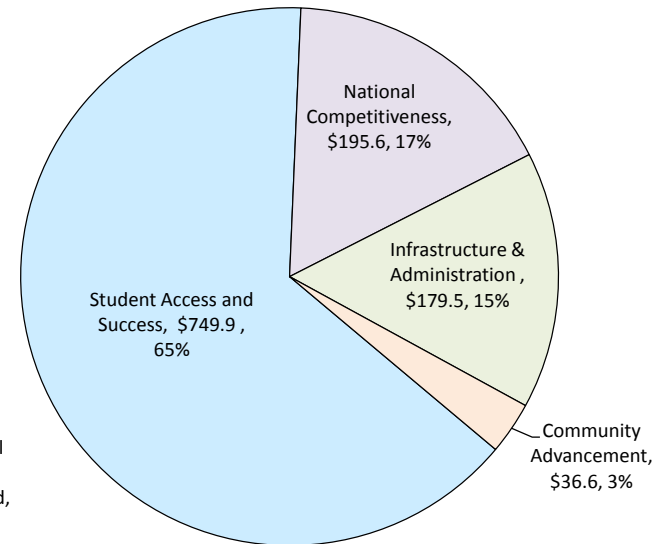
FY2017

Operating Budget Source of Funds



* Includes Federal Financial Aid Total \$1,161.6 Million

Operating Budget Use of Funds

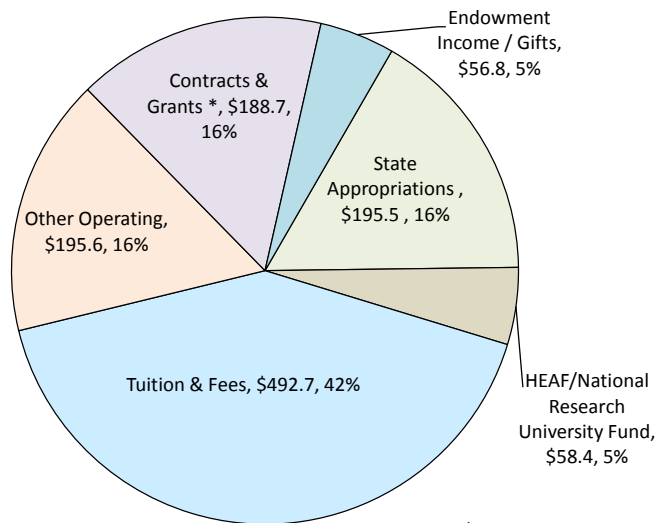


Total \$1,161.6 Million

Total Budget	
	\$ Millions
Operating Budget	\$ 1,161.6
Capital Facilities	145.2
Total	\$ 1,306.8

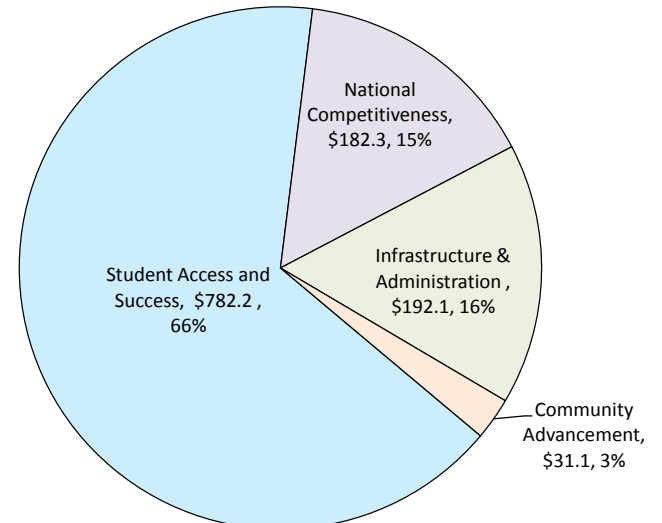
FY2018

Operating Budget Source of Funds



* Includes Federal Financial Aid Total \$1,187.7 Million

Operating Budget Use of Funds



Total \$1,187.7 Million

Total Budget	
	\$ Millions
Operating Budget	\$ 1,187.7
Capital Facilities	164.1
Total	\$ 1,351.8

University of Houston Operating Budget
Revenues FY2014 - FY2018
\$ in Millions

	A 2014 Actual	B 2015 Actual	C 2016 Actual	D 2017 Budgeted	E 2018 Proposed
1 State Appropriations	\$ 176.5	\$ 177.5	\$ 190.2	\$ 191.0	\$ 195.5
2 HEAF/National Research University Fund	44.7	44.9	44.2	60.2	58.4
3 Tuition & Fees	408.3	435.5	460.5	476.7	492.7
4 Other Operating	135.3	138.7	160.5	184.1	195.6
5 Contracts & Grants *	212.1	204.6	223.3	193.4	188.7
6 Endowment Income / Gifts	66.4	76.8	80.2	56.2	56.8
7 Total	<u>\$ 1,043.3</u>	<u>\$ 1,078.0</u>	<u>\$ 1,158.9</u>	<u>\$ 1,161.6</u>	<u>\$ 1,187.7</u>

* Includes Federal financial aid

University of Houston Operating Budget
Expenditures FY2014 - FY2018
\$ in Millions

	A 2014 Actual	B 2015 Actual	C 2016 Actual	D 2017 Budgeted	E 2018 Proposed
1 Student Access and Success	\$ 682.8	\$ 695.9	\$ 738.4	\$ 749.9	\$ 782.2
2 National Competitiveness	151.8	156.2	168.1	195.6	182.3
3 Infrastructure & Administration	116.6	119.0	124.8	179.5	192.1
4 Community Advancement	42.3	42.2	44.5	36.6	31.1
5 Total	<u>\$ 993.5</u>	<u>\$ 1,013.3</u>	<u>\$ 1,075.8</u>	<u>\$ 1,161.6</u>	<u>\$ 1,187.7</u>

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**University of Houston
FY2018 Operating Budget Expenditures by Function**

	A	B	C	D	E	F	G	H	I	J	K	L
Expenditure Budget	Instruction	Research	Academic Support	Subtotal	Public Service	Student Services	Institutional Support	Physical Plant	Scholarships & Fellowships	Auxiliary Enterprises	FY 2018 Total	FY 2017 Total
1 Cost of Goods Sold	\$ -	\$ -	\$ 10,000	\$ 10,000	\$ 1,283,650	\$ 400	\$ -	\$ -	\$ -	\$ 1,402,350	\$ 2,696,400	\$ 2,513,348
2 Tenure Track Faculty	134,045,106	5,674,458	2,832,239	142,551,803	61,667				35,000		142,648,470	136,059,477
3 Non-Tenure Track Faculty	28,628,292	8,480,422	3,008,963	40,117,677	166,000						40,283,677	39,567,748
4 Adjunct Faculty	10,068,337	1,204,578	1,604,656	12,877,571	80,000	35,000			5,000		12,997,571	13,279,081
5 Graduate Assistant	8,064,952	7,406,551	12,965,041	28,436,544	67,541	999,033	175,000		90,279	709,908	30,478,305	31,558,721
6 Exempt Staff	6,464,668	30,570,358	54,940,369	91,975,395	9,504,146	10,613,253	34,818,085	3,105,965		26,688,159	176,705,003	179,056,774
7 Non-Exempt Staff	2,052,403	4,114,440	16,304,538	22,471,381	3,787,069	5,472,615	8,205,716	11,081,960		5,581,704	56,600,445	59,701,901
8 Student Employees	571,666	378,089	3,874,525	4,824,280	111,352	813,921	295,238	79,308		3,560,502	9,684,601	10,064,872
9 Summer Instruction Salaries	827,400	2,259	846,500	1,676,159						3,000	1,679,159	1,624,187
10 Benefits	34,867,684	12,061,017	21,747,139	68,675,840	4,828,071	5,423,743	12,628,947	7,567,158	16,025	8,971,548	108,111,332	108,683,832
11 Subtotal	225,590,508	69,892,172	118,123,970	413,606,650	18,605,846	23,357,565	56,122,986	21,834,391	146,304	45,514,821	579,188,563	579,596,593
12 Capital	694,926	10,812,827	6,579,245	18,086,998	1,964,442	564,948	26,866,635	752,595		1,287,033	49,522,651	34,832,423
13 M&O	3,780,301	80,590,220	48,851,327	133,221,848	7,774,625	5,277,480	43,972,120	2,959,332	783,932	53,935,140	247,924,477	242,193,616
14 Travel & Business Expense	2,165,503	6,480,683	7,423,848	16,070,034	675,955	1,450,333	1,402,756	64,005	403,739	5,905,027	25,971,849	25,755,147
15 Debt Service		13,765,007		13,765,007	434,460		20,353,456			44,849,373	79,402,296	79,333,003
16 Utilities			350,000	350,000	343,484	10,000	32,000	17,779,735		10,292,217	28,807,436	29,170,357
17 Scholarship & Fellowship	1,015,282	758,123	14,740,099	16,513,504	46,000	142,600	30,000		156,847,001	660,000	174,239,105	168,202,553
18 Subtotal	7,656,012	112,406,860	77,944,519	198,007,391	11,238,966	7,445,361	92,656,967	21,555,667	158,034,672	116,928,790	605,867,814	579,487,099
19 Total Expenditure Budget	\$ 233,246,520	\$ 182,299,032	\$ 196,078,489	\$ 611,624,041	\$ 31,128,462	\$ 30,803,326	\$ 148,779,953	\$ 43,390,058	\$ 158,180,976	\$ 163,845,961	\$ 1,187,752,777	\$ 1,161,597,040

3.4

University of Houston Mission and Goals

UH Mission

The mission of the University of Houston is to offer nationally competitive and internationally recognized opportunities for learning, discovery and engagement to a diverse population of students in a real-world setting. The University of Houston offers a full range of degree programs at the baccalaureate, master's, doctoral and professional levels and pursues a broad agenda of research and creative activities. As a knowledge resource to the public, the university builds partnerships with other educational institutions, community organizations, government agencies, and the private sector to serve the region and impact the world.

UH Goals

- *National Competitiveness*
UH will strengthen its status as a nationally competitive public research university as measured by the Carnegie Foundation for the Advancement of Teaching and Top American Research Universities (TARU) and will seek to meet the threshold needed for its entry into the Association of American Universities (AAU).
- *Student Success*
UH will have a student profile consistent with a nationally competitive public research university by creating an environment in which student success can be ensured.
- *Community Advancement*
UH will commit to fulfilling regional and state workforce needs while becoming the primary engine of social, economic, and intellectual development.
- *Athletic Competitiveness*
UH will provide a comprehensive educational experience to its students and, within this context, it will seek to build the strongest athletic program possible.
- *Local and National Recognition*
UH will be known for its accomplishments locally and nationally.
- *Competitive Resources*
UH will build a resource base that enables it to accomplish its mission and realize its vision.

University Priorities

As we look ahead to FY 2018, the University of Houston is well-positioned to move forward on its goals of student success and national competitiveness. First, strong enrollment growth is generating substantial tuition revenue to invest in the university's priorities. Since 2008 enrollment has increased by 26%, with record enrollment posted in eight of the past nine years. Moreover, as a result of UH in 4 and other student success initiatives, students are enrolling in – and completing – more semester credit hours, thereby producing more tuition revenue on a per student basis. Second, the university is generating more dollars through fundraising to support its students and academic programs. For example, the \$20 million gift this year from the John P. McGovern Foundation to the College of the Arts will greatly impact the quality and reputation of the university's recently established college. Third, the university has consistently examined the allocation of its existing resources and redirected them as necessary to fund its priorities. As described on the following page, UH will reallocate \$11.2 million next year to invest in its student success and national competitiveness goals.

As a result of these undertakings, the University of Houston has been able to reduce its reliance on state funding, which has decreased in real dollars over the past several years even as enrollment has consistently increased. During the recently completed legislative session, the university's base funding for operations was reduced by over \$1 million, and appropriations for multiple research and public service programs funded as special items were reduced by \$4.6 million. One-time appropriations of \$5.3 million to support university operations and \$5 million to support the College of Pharmacy will mitigate the impact of these base cuts for the next two years, but there is no indication that these appropriations will continue beyond FY 2019. Therefore, they cannot be used to fund the university's continuing operations (e.g., faculty and staff salaries).

The FY18 Plan and Budget has been developed within this context. As described in this plan, the University of Houston will invest \$33.2 million in new and reallocated resources and \$52.8 million in HEAF in initiatives that (1) provide students with the financial resources and other support they need to succeed; (2) build a faculty and staff that perform at Tier One levels of excellence; and (3) develop a campus environment that facilitates achievement of the university's goals.

	<u>New Resources</u>	<u>HEAF</u>	<u>Total</u>
Student Success	\$12,243,520	\$28,324,357	\$40,567,877
National Competitiveness	7,809,067	8,370,697	16,179,764
University Infrastructure and Administration	3,091,131	16,075,000	19,166,131
Contingency ¹	10,051,160		10,051,160
Total	\$33,194,878	\$52,770,054	\$85,964,932

1) These funds include recurring and one-time funds which are reserved for allocation pending further analysis and the outcome of the 85th Legislature special session.

Budget Reallocations

Early in the spring, when the University of Houston began its annual planning and budgeting process, the university was facing budget cuts from the state that were significantly deeper than its final appropriation. Consequently, President Khator required each administrative division to develop a plan for reducing its budget by 7% and each college to reduce its budget by 5%. Once the university's state appropriation was finalized, it was determined that reductions of 3.5% for administrative units and 2.5% for academic units would be sufficient to generate the resources needed – in combination with increased tuition revenue – to move the institution forward on its goals as articulated in this plan. In total, the university's internal reallocation will generate \$11.2 million, which will come primarily from the following sources:

1. Reductions in general operating expenses (\$4.8 million),
2. Elimination of vacant staff and faculty positions (\$3.7 million), and
3. Reductions in force (\$1.9 million).

Priority 1. Student Success

Context

Increasing the enrollment, retention and graduation of a diverse student body with exceptional academic qualifications is key to furthering UH's position as a Tier One university. To that end, the university continued this year (as it has for the past several years) to maintain or improve its performance on the essential student success measures on its progress card:

	2016 Report	2017 Report
Total Enrollment	42,704	43,774
Total Degrees Awarded	9,160	9,596
Freshman 4-year Graduation Rate	25%	30%
Freshman 6-year Graduation Rate	51%	51%
Course Completion Rate	97%	97%
Freshman Acceptance Rate	60%	59%
Number of Doctorates Awarded	335	366

Looking across these measures, the university's most significant improvement this year occurred in the four-year graduation rate, which has increased five percentage points from last year. More importantly, the four-year graduation rates of African-American and Hispanic students – 28% and 24% respectively – are approaching the university average. Although the six-year graduation rate did not change this year, it is projected to reach 54% this fall and is on its way to reaching 60% by 2020, which is critical to improving the university's ranking in *U.S. News and World Report*. Improvements in student success have been facilitated by the university's annual commitment to implementing new initiatives that support student enrollment, persistence, and graduation. These include increasing scholarships, expanding course offerings, enhancing student support staff (e.g., recruiters, advisers), improving the curriculum, and more rigorous admissions standards for freshmen.

Over the past few years, UH in 4 has been central to improving student persistence and progress to degree. Through this program incoming freshmen are guaranteed a flat tuition rate for four years as long as they earn 30 credit hours per year. The results continue to be remarkable. The percentage of freshmen electing to participate in the program has risen from 49% to 71%. Participants also have better records of retention, SCH completion, and academic performance than non-participants. We expect graduation rates will rise in the coming years based on these results.

	UH in 4 Participants	Non-Participants
First-Year Retention	88.1%	84.6%
% Completing 30 SCH in First Year	83.4%	68.3%
% Completing 60 SCH by Second Year	78.5%	64.1%
Average GPA	3.09	2.97

Doctoral enrollment and degrees awarded are other important Tier One measures of excellence, and UH continues to make progress on this front. Over the past five years doctoral degrees awarded have increased from 284 to 366 (29%). To continue this trend will require a significant financial investment over the next several years to recruit and retain the best students.

FY 2018 Budget Initiatives

- New Full-Time Instructional Faculty Positions (\$715,929 New Resources)*
 Increases in full-time faculty dedicated exclusively to teaching are essential to meeting the instructional needs of the university’s growing student population. In FY18, UH will invest \$715,929 in new resources next year to hire approximately 11 instructional faculty members.
- Graduate Tuition Fellowships (\$5,280,000 New Resources)*
 In order to attract and retain the best doctoral students, the university must provide financial support that is competitive with other major research universities. Next year, UH will invest \$5.3 million in the Graduate Tuition Fellowship program, which covers tuition and mandatory fees for the university’s doctoral students.
- Enhanced Student Support Services (\$449,922 New Resources)*
 For students to succeed, UH must create an inclusive, safe university community where they can excel academically and grow as individuals. To that end, the university will invest \$439,922 next year to enhance student support services, including counseling and psychological services, career counseling, veterans services, and programming at the Center for Student Involvement.
- Improved Campus Services (\$1,896,179 New Resources)*
 In addition to academic programming and support, building a high-quality campus environment is essential to recruiting and retaining a Tier One student body. In FY18, the university will invest \$1.9 million to improve residential life & housing and parking.
- Capital Renewal – Academic Infrastructure (\$13,324,357 HEAF)*
 In FY18, the university will dedicate \$13.3 million for expansion of its academic facilities. This includes renovations to the Science Building which will lead to greater classroom and faculty office space, as well as addressing other capital needs on campus.
- Capital Projects – Life Sciences Initiative (\$15,000,000 HEAF)*
 One of the university’s strategic priorities is to expand its educational programs and impact in the life sciences. In FY18, the University of Houston will allocate \$15 million towards expansion of its life sciences facilities.

Priority 1. Investment of Resources in FY 2018 Initiatives

	New Resources	HEAF	Total
Need-Based Financial Aid	\$3,901,490	\$0	\$3,901,490
New Full-Time Instructional Faculty Positions	715,929	0	715,929
Graduate Tuition Fellowships	5,280,000	0	5,280,000
Enhanced Student Support Services	449,922	0	449,922
Improved Campus Services	1,896,179	0	1,896,179
Capital Renewal – Academic Infrastructure		13,324,357	13,324,357
Capital Projects – Life Sciences Initiative		15,000,000	15,000,000
Total	<u>\$12,243,520</u>	<u>\$28,324,357</u>	<u>\$40,567,877</u>

Priority 2. National Competitiveness

Context

The University of Houston's goal of maintaining and improving its standing as a Tier One university will occur only if the institution increases external research funding and enhances its academic programs to a level commensurate with the nation's leading public research universities. Over the past year, UH has made the following progress on its performance measures related to national competitiveness:

	2016 Report	2017 Report
Total Research Expenditures	\$151M	\$152M
Federal Research Expenditures	\$58M	\$61M
Number of Graduate Programs Ranked in the Top 50	9	9
Number of Citations	65,166	82,557
Number of Post-Doctoral Appointees	258	264

In order to support faculty research and productivity, it is essential that UH build world-class facilities, labs, and infrastructure. To that end, the university will complete both the Multi-Disciplinary Research and Engineering Building (MREB) and the Health and Biomedical Sciences Building 2 (HBSB2) this year. These buildings will support the university's growing number of faculty and programs in engineering and the health sciences, and they will also contain core research facilities available to researchers across the campus. Notably, HBSB2 will serve as the new home of the College of Pharmacy.

In addition to providing exceptional facilities, the university must continue to hire exceptional faculty. Over the past year, UH has hired 77 tenured and tenure-track faculty members. Among them are five national academy members:

- Dr. Ganesh Thakur (Petroleum Engineering)
- Dr. Jerome Schultz (Biomedical Engineering)
- Dr. Kaushik Rajashekara (Electrical Engineering)
- Dr. Andrea Prosperetti (Mechanical Engineering)
- Dr. John Suppe (Earth & Atmospheric Sciences)

Finally, several of the university's academic programs received important national recognitions this year: The Honors College was ranked among the Top 10 programs nationally; the UH Library's ranking among its Association of Research Libraries (ARL) peers rose from 77th to 65th; and the Petroleum Engineering graduate program was ranked 12th nationally by U.S. News and World Report.

FY 2018 Budget Initiatives

- *New Tenure-Track Faculty Positions (\$5,284,071 New Resources)*
In FY18, UH will allocate \$5.3 million to fill approximately 37 new tenure-track faculty positions, including resources for two additional national academy members. The university's annual investment in new tenure-track faculty is essential to ensuring quality in its academic programs, meeting the increasing demand for instruction, and achieving the university's research goals.

- Faculty Retention (\$1,304,922 New Resources)*

In addition to hiring new faculty, retaining and promoting the university’s most productive current faculty members is critical to achieving the university’s goals. This year, UH began the Competitive Salary Adjustment (CSA) initiative to address compensation issues for faculty members with outstanding records of performance and whose salaries were determined to be low relative to market. In FY18, we will invest \$740,410 in competitive salary and benefits adjustments for faculty, as well as \$564,512 for promotion and tenure (P&T), through which faculty are promoted from assistant to associate professor (with the granting of tenure) and from associate to full professor.
- One-Time College of Pharmacy Equity Funding (\$5,000,000 New Resources)*

Currently, there is considerable disparity between the state funding provided to pharmacy programs located at the state’s health science centers versus those located at universities. To address this issue, the Legislature has provided the UH College of Pharmacy with \$5 million in one-time funding for FY18.
- Reductions to Special Items (-\$4,578,766 New Resources)*

State special item funding supports key UH research and public service programs in the health sciences, energy, education, and economic development. Having cut funding for these programs by 35%, the Legislature has reduced the university’s capacity to improve its stature as a Tier One university and positively impact the communities we serve.
- Hobby School of Public Affairs-Special Item Restoration (\$798,840 New Resources)*

In 2015, the Legislature increased funding for the Hobby School of Public Affairs so it could expand its offerings as it transitioned from a center of public policy. In 2017, the Legislature reduced its funding, along with other special items. UH is committed to ensuring the school can continue to conduct research and provide graduate education and will invest \$798,840 to maintain current funding levels in FY18.
- Academic Renovations & Faculty Start-up (\$8,370,697 HEAF)*

Building a Tier One university requires providing faculty with the facilities, equipment, and infrastructure they need to be effective scholars and researchers. In FY18, the university will invest \$8.4 million in HEAF resources for faculty start-up and new facilities at the Energy Research Park for Petroleum Engineering, one of UH’s newest and most successful programs.

Priority 2. Investment of Resources in FY 2018 Initiatives

	New Resources	HEAF	Total
New Tenure-Track Faculty Positions	\$5,284,071	\$0	\$5,284,071
Faculty Retention	1,304,922	0	1,304,922
One-Time College of Pharmacy Equity Funding	5,000,000	0	5,000,000
Reductions to Special Items	(4,578,766)	0	(4,578,766)
Hobby School of Public Affairs-Special Item Restoration	\$798,840	0	798,840
Academic Renovations & Faculty Start-up		8,370,697	8,370,697
Total	<u>\$7,809,067</u>	<u>\$8,370,697</u>	<u>\$16,179,764</u>

Priority 3. University Infrastructure and Administration

Context

As fundamental as instruction and research are to the University of Houston, these efforts cannot take place without the land, facilities, equipment, and information technology needed to support them. The University of Houston's campus includes 903 acres of land, 161 buildings, and 13.8 million gross square feet. Sustaining this infrastructure year round requires tremendous investments in utilities, maintenance, repairs, renovations and improvements. Making these investments is also essential to achieving the university's goals of student success and national competitiveness.

Thanks to support from the Legislature in 2015, UH is moving forward on developing two new buildings, one for its Sugar Land campus and the other for a new campus in Katy, land for which was purchased this past year. Planning and design for the new buildings is underway, both of which will greatly expand UH's footprint with respect to instruction, research and the communities we serve. Furthermore, UH will launch its \$100 million capital improvement plan next year to restore six of the university's most important academic and research buildings in terms of the number of students and faculty they serve. Over the next decade, these projects will have a transformative impact on the UH main campus.

Another important measure of administrative effectiveness is the extent to which the University of Houston can expand its resources through the cultivation of private gifts. In addition to state funds and tuition and fees, the resources secured through fundraising activities enable the university to pursue its goals of excellence. To that end, the university publically launched a \$1 billion capital campaign in January 2017, of which approximately \$700 million has been raised to date. Furthermore, private support to the university last year was \$143 million – almost three times what it was in 2008.

FY 2018 Budget Initiatives

- *Payroll and Benefits Increase (\$1,613,222 New Resources)*
In order to comply with the Fair Labor Standards Act and rising employee benefits cost, the university will invest \$774,842 in salary and benefits increases for employees covered by the act. In addition, the university will invest \$838,380 to hire additional personnel including the new Energy Chief, an additional Internal Audit position, and funding the recently established System Compliance Office.
- *Campus Security, Information Technology, and Infrastructure (\$1,477,909 New Resources and 1,975,000 HEAF)*
In FY18, the university will invest a total of \$3.5 million for IT infrastructure and campus safety improvements including new vehicles for campus police and security cameras, among other investments.
- *Annual Deferred Maintenance (\$14,100,000 HEAF)*
The University of Houston will invest \$14.1 million next year in general facilities projects including repairs/upgrades to campus buildings and addressing life/safety issues.

Priority 3. Investment of Resources in FY 2018 Initiatives

	New Resources	HEAF	Total
Payroll and Benefits Increase	\$1,613,222	\$0	\$1,613,222
Annual Deferred Maintenance	0	\$14,100,000	14,100,000
Campus Security, Information Technology, and Infrastructure	1,477,909	1,975,000	3,452,909
Total	<u>\$3,091,131</u>	<u>\$16,075,000</u>	<u>\$19,166,131</u>

University of Houston
Appendix A - Allocation of New FY 2018 Resources

Revenue Changes		A
Appropriations Bill		
<u>General Revenue</u>		
1	Formula Funding	\$ 308,733
2	State Reductions to Institutional Operations	(1,438,701)
3	Hold Harmless Funding (1)	5,300,000
4	Subtotal General Revenue	<u>4,170,032</u>
<u>Special Items</u>		
5	New Pharmacy Special Item (1)	5,000,000
6	Reduction to Special Items	(4,578,766)
7	Subtotal Special Items	<u>421,234</u>
8	Subtotal Appropriations	<u>4,591,266</u>
Tuition and Fees		
9	Consolidated Tuition and Fees	10,700,000
10	Set-Aside	3,901,490
11	Student Service Fee	329,922
12	Residential Life and Housing	1,201,222
13	Parking Fees	694,957
14	Subtotal Tuition and Fees	<u>16,827,591</u>
Other		
15	Non-endow Inv Inc, Lab Fees	596,289
16	Subtotal Other	<u>596,289</u>
17	Total Net Revenue	<u>\$ 22,015,146</u>

Reallocations/Reductions		B
1	Reallocations	\$ (11,179,732)
2	Subtotal - Reallocations	<u>(11,179,732)</u>

Priority/Initiative Allocations		C
Priority 1. Student Success		
3	Need-Based Financial Aid	\$ 3,901,490
4	New Full-Time Instructional Faculty Positions	715,929
5	Graduate Tuition Fellowships	5,280,000
6	Enhanced Student Support Services	449,922
7	Improved Campus Services	1,896,179
8	Subtotal - Student Success	<u>12,243,520</u>
Priority 2. National Competitiveness		
9	New Tenure-Track Faculty Positions	5,284,071
10	Faculty Retention	1,304,922
11	One-Time Pharmacy Equity Funding	5,000,000
12	Reductions to Special Items	(4,578,766)
13	Hobby School of Public Affairs - Special Item Restoration	798,840
14	Subtotal - National Competitiveness	<u>7,809,067</u>
Priority 3. University Infrastructure & Administration		
15	Payroll and Benefits Increase	1,613,222
16	Campus Security, IT, and Infrastructure	1,477,909
17	Subtotal - University Infrastructure & Administration	<u>3,091,131</u>
18	Contingency (2)	6,832,000
19	Contingency [one-time funds] (3)	3,219,160
19	Total Priority/Initiative Allocations	<u>\$ 33,194,878</u>

20 Total Net Reallocations and New Allocations **\$ 22,015,146**

- 1) One-Time Funding
2) These funds are reserved for allocation pending the outcome of the 85th Legislature special session.
3) One-Time Funds are reserved for allocation pending further analysis.

University of Houston
Appendix B - Allocation of FY 2018 HEAF

<u>FY18 Allocation</u>	
HEAF	<u>\$ 52,770,054</u>

<u>Priority/Initiative</u>	<u>HEAF</u>
Priority 1. Student Success	
Capital Renewal - Academic Infrastructure	\$ 13,324,357
Capital Projects - Life Sciences Initiative	<u>15,000,000</u>
Subtotal	<u>\$ 28,324,357</u>
Priority 2. National Competitiveness	
Academic Renovations & Faculty Start-up	<u>8,370,697</u>
Subtotal	<u>\$ 8,370,697</u>
Priority 3. University Infrastructure & Administration	
Annual Deferred Maintenance	14,100,000
Campus Security, IT, and Infrastructure	<u>1,975,000</u>
Subtotal	<u>\$ 16,075,000</u>
Total Priority/Initiative Allocations	<u><u>\$ 52,770,054</u></u>

University of Houston
Appendix C - Projected Expenditure of Scholarships and Grants

	FY2017	FY2018
Funds from Endowed Scholarships	\$ 3,003,584	\$ 3,614,034
Premium Tuition Scholarships (Law)	63,500	70,000
Texas Grant Program Scholarships	23,000,000	23,000,000
Texas Public Education Grant (TPEG)	13,177,607	16,007,215
Honors Scholarships	8,000	8,000
International Education Fee Scholarship	78,843	120,205
Designated Tuition Financial Aid Set-Asides		
Undergraduate Scholarships	25,033,107	26,032,537
Graduate Scholarships	5,443,420	5,661,157
Pre-Med Scholarship	230,000	213,900
Merit Scholarships	9,116,000	8,449,980
UH Transfer Scholarships	625,000	581,250
UH Grant-in-Aid Scholarship	905,000	880,364
Doctoral Student Tuition Fellowship	13,357,052	13,800,000
Presidential Fellowship Stipend Augmentation	454,000	454,000
Federal College Work Study	1,591,846	1,664,000
Federal Pell Grants	55,000,000	55,000,000
Federal Supplemental Education Opportunity Grants (SEOG)	1,200,000	1,277,000
Total	\$ 152,286,959	\$ 156,833,642

University of Houston
Table 1 - Sources & Uses
(\$ in Millions)

	A	B		C	D	E		F	G
	<u>Historical</u>	-----Change-----			<u>Current</u>	-----Change-----			<u>New</u>
	FY2016 Budget	Dollars	Percent		FY2017 Budget	Dollars	Percent		FY2018 Budget
<u>Operating & Restricted Budget</u>									
Source of Funds									
1 State Appropriations	\$ 189.3	\$ 1.6	0.9%		\$ 191.0	\$ 4.5	2.4%		\$ 195.5
2 HEAF/NRUF	30.3	21.9	72.2%		52.2	(1.7)	-3.3%		50.5
3 Tuition & Fees	463.1	13.6	2.9%		476.7	16.0	3.4%		492.7
4 Other Operating	191.2	1.0	0.5%		192.1	11.4	6.0%		203.6
5 Contracts & Grants	193.2	0.2	0.1%		193.4	(4.7)	-2.4%		188.7
6 Endowment Income/Gifts	56.8	(0.6)	-1.1%		56.2	0.5	1.0%		56.8
7 Total Sources	\$ 1,123.9	\$ 37.7	3.4%		\$ 1,161.6	\$ 26.1	2.3%		\$ 1,187.7
<u>Use of Funds by Object</u>									
8 Salaries and Wages - Faculty	\$ 180.8	\$ 9.7	5.4%		\$ 190.5	\$ 7.1	3.7%		\$ 197.6
9 Salaries and Wages - Staff	274.7	5.7	2.1%		280.4	(6.9)	-2.5%		273.5
10 Benefits	99.0	9.7	9.8%		108.7	(0.6)	-0.5%		108.1
11 M&O	296.3	(25.8)	-8.7%		270.5	6.1	2.3%		276.6
12 Capital	23.8	11.0	46.1%		34.8	14.7	42.1%		49.5
13 Scholarships	166.3	1.9	1.1%		168.2	6.0	3.6%		174.2
14 Debt Service	54.8	24.5	44.7%		79.3	0.1	0.1%		79.4
15 Utilities	28.0	1.1	4.0%		29.2	(0.4)	-1.2%		28.8
17 Total Uses	\$ 1,123.9	\$ 37.7	3.4%		\$ 1,161.6	\$ 26.1	2.3%		\$ 1,187.7

Capital Facilities Budget

Source of Funds									
18 HEAF	\$ 14.3	\$ (6.3)	-44.2%		\$ 8.0	\$ -	0.0%		\$ 8.0
19 Bonds	30.9	61.0	197.3%		91.9	27.1	29.5%		119.0
20 Gifts	11.6	7.8	67.3%		19.5	(18.4)	-94.4%		1.1
21 Other	71.7	(45.8)	-63.9%		25.9	10.1	39.0%		36.0
23 Total Sources	\$ 128.6	\$ 16.7	13.0%		\$ 145.2	\$ 18.8	13.0%		\$ 164.1
<u>Use of Funds by Object</u>									
24 Construction	\$ 84.7	\$ 24.1	28.5%		\$ 108.8	\$ 4.5	4.1%		\$ 113.3
25 Major Rehabilitation	43.9	(22.3)	-50.7%		21.6	16.2	74.8%		37.8
26 Acquisitions	-	14.8			14.8	(1.8)	-12.4%		13.0
27 Total Uses	\$ 128.6	\$ 16.7	13.0%		\$ 145.2	\$ 18.8	13.0%		\$ 164.1

Total Operating, Restricted and Capital Budget

28	\$ 1,252.5	\$ 54.4	4.3%		\$ 1,306.8	\$ 45.0	3.4%		\$ 1,351.8
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University of Houston
Table 2 - Operations

Source of Funds	FY2017	-----Change-----		FY2018
	Budget	Dollars	Percent	Budget
General Funds				
State General Revenue Appropriations				
Formula Funding	\$ 142,451,152	\$ 4,170,032	2.9%	\$ 146,621,184
Special Items	13,204,276	421,234	3.2%	13,625,510
National Research University Fund	7,420,950	(1,738,328)	-23.4%	5,682,622
State Benefits Appropriation	35,312,165	(79,136)	-0.2%	35,233,029
Subtotal State General Revenue Appropriations	198,388,543	2,773,802	1.4%	201,162,345
Tuition and Fees				
Consolidated Tuition & Fees	90,414,274	1,248,708	1.4%	91,662,982
Lab/other Student Fees	72,839	22,244	30.5%	95,083
Subtotal Tuition and Fees	90,487,113	1,270,952	1.4%	91,758,065
HEAF	52,770,054			52,770,054
Indirect Cost	1,238,909			1,238,909
Aux Admin Chg/Other	4,700,000			4,700,000
Income on State Treasury Deposits	79,710	169,798	213.0%	249,508
Subtotal General Funds	347,664,329	4,214,552	1.2%	351,878,881
Designated				
Tuition and Fees				
Consolidated Tuition & Fees	323,297,160	13,352,784	4.1%	336,649,944
Voluntary Fees	19,815,565	1,073,567	5.4%	20,889,132
Subtotal Tuition and Fees	343,112,725	14,426,351	4.2%	357,539,076
Indirect Cost	18,592,013	(771,966)	-4.2%	17,820,047
Investment Income on Non-Endowed Funds	2,126,118	404,247	19.0%	2,530,365
Endowment Income	7,573,004	221,868	2.9%	7,794,872
Contracts / Grants / Gifts	230,405	29,595	12.8%	260,000
Intellectual Property Management	22,000,000	8,000,000	36.4%	30,000,000
Arte Publico/Opt Clinic/Self Supp Org	26,330,005	(5,057,375)	-19.2%	21,272,630
Subtotal Designated Funds	419,964,270	17,252,720	4.1%	437,216,990
Auxiliary Enterprises				
Student Fees				
Student Service Fee	22,016,800	329,922	1.5%	22,346,722
Recreation and Wellness Center	8,711,250			8,711,250
University Center Fees	12,367,962			12,367,962
Subtotal Student Fees	43,096,012	329,922	0.8%	43,425,934
Sales & Service - Student Housing	39,920,216	1,201,222	3.0%	41,121,438
Sales & Service - Parking	14,779,793	694,957	4.7%	15,474,750
Sales & Service - Athletics/Hotel/Other	54,569,471	6,546,423	12.0%	61,115,894
Subtotal Auxiliary Funds	152,365,492	8,772,524	5.8%	161,138,016
Total Current Operating Funds	919,994,091	30,239,796	3.3%	950,233,887
Interfund Transfer	(8,000,000)	-	-	(8,000,000)
Total Sources	\$ 911,994,091	\$ 30,239,796	3.3%	\$ 942,233,887
Use of Funds by Object				
Salaries and Wages	\$ 419,091,718	\$ 8,260	0.0%	\$ 419,099,978
Benefits	98,901,183	(930,700)	-0.9%	97,970,483
M&O	191,691,965	13,057,601	6.8%	204,749,566
Capital	25,263,487	14,627,208	57.9%	39,890,695
Scholarships	68,885,862	3,771,055	5.5%	72,656,917
Debt Service	79,333,003	69,293	0.1%	79,402,296
Utilities	28,826,873	(362,921)	-1.3%	28,463,952
Total Uses	\$ 911,994,091	\$ 30,239,796	3.3%	\$ 942,233,887

University of Houston
Table 3 - Restricted

	FY2017 Budget	-----Change-----		FY2018 Budget
		Dollars	Percent	
Source of Funds				
Restricted				
Contracts and Grants				
Research	\$ 107,100,584	\$ (4,869,895)	-4.5%	\$ 102,230,689
Financial Aid	84,140,369	150,893	0.2%	84,291,262
Houston Public Media	2,145,342			2,145,342
Gifts	40,858,105	(81,070)	-0.2%	40,777,035
Endowment Income	14,299,643	679,013	4.7%	14,978,656
Other Restricted	1,058,906	37,000	3.5%	1,095,906
Total Current Operating Funds	249,602,949	(4,084,059)	-1.6%	245,518,890
Total Sources	\$ 249,602,949	\$ (4,084,059)	-1.6%	\$ 245,518,890
Use of Funds by Object				
Salaries and Wages	\$ 51,821,043	\$ 156,210	0.3%	\$ 51,977,253
Benefits	9,782,649	358,200	3.7%	10,140,849
M&O	78,770,146	(6,926,986)	-8.8%	71,843,160
Capital	9,568,936	63,020	0.7%	9,631,956
Scholarships	99,316,691	2,265,497	2.3%	101,582,188
Utilities	343,484			343,484
Total Uses	\$ 249,602,949	\$ (4,084,059)	-1.6%	\$ 245,518,890

University of Houston

Table 4 - Capital Projects

	-----Project Expenditures-----			Total Project Budget	-----Funded From-----			
	Project to Date (1)	FY2018 Budget	Future Year Budgets		HEAF	Revenue Bonds	Gifts	Other
New Construction								
Health & Bio Science 2	\$ 136,500,002	\$ 15,000,000	\$ -	\$ 151,500,002	\$ 45,040,002	\$ 93,777,529	\$ 104,760	\$ 12,577,711
Quad Housing Replacement	1,695,000	32,500,000	45,805,000	80,000,000		75,000,000		5,000,000
Academic Building - Sugar Land	2,135,304	16,258,096	35,606,600	54,000,000		50,300,000		3,700,000
Garage #5	406,318	6,151,291	54,403,252	60,960,861		60,960,861		
Fertitta Center	14,138,748	39,563,252	7,015,114	60,717,114	717,114	6,000,000		54,000,000
Indoor Football Practice Facility	16,171,894	3,828,106		20,000,000			2,800,000	17,200,000
Subtotal New Construction	\$ 171,047,266	\$ 113,300,745	\$ 142,829,966	\$ 427,177,977	\$ 45,757,116	\$ 286,038,390	\$ 2,904,760	\$ 92,477,711
Major Repair and Rehabilitation								
Cougar Sub Station Project	\$ 19,000,000	\$ 6,000,000	\$ -	\$ 25,000,000	\$ 25,000,000	\$ -	\$ -	\$ -
HVAC SERC	1,126,214	3,936,893	3,936,893	9,000,000	9,000,000			
Science Building Renovation	43,689	12,900,000	2,056,311	15,000,000	15,000,000			
ERP Building 9	420,388	5,879,612	700,000	7,000,000	7,000,000			
ERP Tiger Trail Security Fence	117,600	1,058,400		1,176,000	530,921			645,079
Projects Budgeted Annually		8,000,000		8,000,000	8,000,000			
Capital Renewal Deferred Maintenance		8,000,000		8,000,000	8,000,000			
Subtotal Major Repairs & Rehabilitation	\$ 20,707,891	\$ 37,774,905	\$ 6,693,204	\$ 65,176,000	\$ 64,530,921	\$ -	\$ -	\$ 645,079
UH System Tuition Revenue Bond								
Katy Academic Building	\$ 499,558	\$ 13,000,000	\$ 19,501,102	\$ 33,000,660	\$ -	\$ 30,422,000	\$ -	\$ 2,578,660
Subtotal Acquisitions	\$ 499,558	\$ 13,000,000	\$ 19,501,102	\$ 33,000,660	\$ -	\$ 30,422,000	\$ -	\$ 2,578,660
Total	\$ 192,254,715	\$ 164,075,650	\$ 169,024,272	\$ 525,354,637	\$ 110,288,037	\$ 316,460,390	\$ 2,904,760	\$ 95,701,450

(1) Project expenditures to date, estimated through August 31, 2017

University of Houston
Table 5 - Number of Full-Time Equivalent Positions

Employee Classification	FY2017 Budget	-----Change-----		FY2018 Budget
		FTE	Percent	
Faculty	1,332	72	5.4%	1,404
Part-time Faculty	951			951
Professional Staff	1,672	(39)	-2.3%	1,633
Classified Staff	1,937	(45)	-2.3%	1,892
Temporary Staff	760			760
Total	6,652	(12)	-0.2%	6,640

University of Houston
Table 6 - Student Credit Hours, Headcount, and FTE

	FY2014 Actuals	FY2015 Actuals	FY2016 Actuals	FY2017 Budget	FY2018 Budget	FY18 vs FY17 Change
Semester Credit Hours						
Lower Division	427,349	461,809	486,881	491,557	516,135	24,578
Upper Division	365,177	375,230	395,523	420,062	441,065	21,003
Masters	91,798	88,088	88,583	91,048	92,869	1,821
Doctoral	30,760	29,124	32,751	30,506	30,506	-
Special Professional	53,723	54,177	54,756	57,592	58,168	576
Total	968,807	1,008,428	1,058,494	1,090,765	1,138,743	47,978
Semester Credit Hours-On/Off Campus						
On Campus	778,989	789,030	813,930	872,612	893,913	21,301
Off Campus	189,818	219,398	244,564	218,153	244,830	26,677
Total	968,807	1,008,428	1,058,494	1,090,765	1,138,743	47,978
Fall Headcount	39,540	40,914	42,704	43,774	45,210	1,436
Fall FTE	31,945	33,379	34,847	35,795	37,116	1,321

University of Houston
Table 7 - Allocation of Student Service Fees

Sources	FY2017	-----Change-----		FY2018
	Budget	Dollars	Percent	Budget
Current Year Revenue	\$ 22,016,800	\$ 329,922	1.5%	\$ 22,346,722
Budgeted Fund Balance	705,171	662,817	94.0%	1,367,988
Total Sources	\$ 22,721,971	\$ 992,739	4.4%	\$ 23,714,710
Allocations				
A.D. Bruce Religion Center	\$ 214,839	\$ 2,604	1.2%	\$ 217,443
Activities Funding Board	166,999			166,999
Band Program/Spirit Squad	286,400			286,400
Blaffer Gallery	21,500			21,500
Business Services	0	883,166		883,166
Center for Student Involvement (CSI)	825,857	(52,311)	-6.3%	773,546
Campus Recreation	474,154	(171,661)	-36.2%	302,493
Center for Diversity & Inclusion (CDI)	252,430	2,241	0.9%	254,671
Center for Fraternity & Sorority Life (CFSL)	327,961	13,518	4.1%	341,479
Center for Student Media (CSM)	267,091	(69,815)	-26.1%	197,276
Center for Students with Disabilities (CSD)	433,840	(61,188)	-14.1%	372,652
Children's Learning Center	113,329			113,329
Coog Radio	26,877			26,877
Cougars in Recovery	64,314	9,270	14.4%	73,584
Council for Ethnic Organization	157,760	(2,000)	-1.3%	155,760
Counseling & Psych. Svcs.	1,807,882	265,161	14.7%	2,073,043
Dean of Students Office	1,110,864	17,078	1.5%	1,127,942
Speech & Debate	39,992			39,992
Frontier Fiesta	173,260			173,260
Health Center	1,741,541			1,741,541
Homecoming	70,879			70,879
Intercollegiate Athletics	4,407,707			4,407,707
Intercollegiate Athletics-Stadium	3,186,126	377,652	11.9%	3,563,778
Intercollegiate Athletics-Basketball Dev Facility	334,690	471,230	140.8%	805,920
LGBTQ Center	95,245	1,102	1.2%	96,347
Metropolitan Vol. Prog.	71,134			71,134
Student Affairs Information Technology (DSAIT)	834,269	82,371	9.9%	916,640
Student Center	910,632	(361,092)	-39.7%	549,540
Student Government Association	153,169	(2,717)	-1.8%	150,452
Student Program Board	160,591			160,591
Student Video Network	78,378			78,378
The Cougar	49,833			49,833
UH Wellness	311,708	4,914	1.6%	316,622
Univ. Career Services	970,519	(55,889)	-5.8%	914,630
Urban Experience	134,552	11,520	8.6%	146,072
Veterans Svc. Office	190,893	3,572	1.9%	194,465
Vice President for Student Affairs	1,257,622	(42,078)	-3.3%	1,215,544
SFAC Operating	7,000			7,000
Salary Mandate & Adjustments	450,000	(200,000)	-44.4%	250,000
Student Life Concert Pool	100,000	(100,000)	-100.0%	0
SSF Unallocated Reserve	440,134	(33,909)	-7.7%	406,225
Total Allocations	\$ 22,721,971	\$ 992,739	4.4%	\$ 23,714,710

University of Houston
Note to Table 2: Operations Expenditures By Organization

	FY2017	-----Change-----		FY2018
	Budget	Dollars	Percent	Budget
Use of Funds by Organization				
President	\$ 4,018,961	\$ 186,059	4.6%	\$ 4,205,020
University Mkt, Comm & Media	5,123,654	(122,012)	-2.4%	5,001,642
University Advancement	14,640,220	(406,816)	-2.8%	14,233,404
Student Affairs	97,954,139	5,775,149	5.9%	103,729,288
Research Division	41,618,852	4,016,780	9.7%	45,635,632
Academic Affairs				
Office of the Provost	57,675,248	780,743	1.4%	58,455,991
Library	19,677,654	598,137	3.0%	20,275,791
Architecture	5,952,940	141,040	2.4%	6,093,980
Business Administration	44,392,828	(1,962,785)	-4.4%	42,430,043
Education	14,921,128	(138,310)	-0.9%	14,782,818
Engineering	35,240,331	1,497,994	4.3%	36,738,325
Hotel & Restaurant Management	13,331,750	(176,251)	-1.3%	13,155,499
Law	24,691,019	(585,688)	-2.4%	24,105,331
Liberal Arts and Social Sciences	58,499,419	401,895	0.7%	58,901,314
The College of Arts	13,963,978	490,805	3.5%	14,454,783
Natural Sciences & Mathematics	54,924,013	(25,732)	0.0%	54,898,281
Optometry	21,796,317	(355,277)	-1.6%	21,441,040
Pharmacy	13,390,452	6,554,523	48.9%	19,944,975
Social Work	4,623,436	284,138	6.1%	4,907,574
Technology	15,463,019	459,686	3.0%	15,922,705
School of Nursing	3,531,402	(57,065)	-1.6%	3,474,337
Honors	4,605,996	275,646	6.0%	4,881,642
Subtotal Academic Affairs	\$ 406,680,930	\$ 8,183,499	2.0%	\$ 414,864,429
Administration and Finance	108,615,383	3,000,947	2.8%	111,616,330
Institutional Initiatives Reserve	11,552,688	6,229,675	53.9%	17,782,363
Utilities	28,836,873	(372,921)	-1.3%	28,463,952
Staff Benefits	50,922,009	1,958,086	3.8%	52,880,095
Athletics	32,161,969	(241,374)	-0.8%	31,920,595
Institutional Reserves	10,181,116	865,562	8.5%	11,046,678
Capital Reserve	20,145,054	(274,357)	-1.4%	19,870,697
Debt Service	79,333,002	69,294	0.1%	79,402,296
System Service Charge	209,241	1,372,225	655.8%	1,581,466
Total Uses	\$ 911,994,091	\$ 30,239,796	3.3%	\$ 942,233,887

University of Houston

Note to Table 3: Restricted Expenditures By Organization

	FY2017	-----Change-----		FY2018
	Budget	Dollars	Percent	Budget
Use of Funds by Organization				
President	\$ 94,973	\$ (29)	0.0%	\$ 94,944
University Mkt, Comm & Media				
University Advancement	332,489	(105,731)	-31.8%	226,758
Student Affairs	86,554,874	172,005	0.2%	86,726,879
Research Division	8,436,004	(2,703,708)	-32.0%	5,732,296
Academic Affairs				
Office of the Provost	1,674,951	(906,203)	-54.1%	768,748
Library	325,138	5,948	1.8%	331,086
Architecture	650,637	(109,900)	-16.9%	540,737
Business Administration	9,730,940	(350,234)	-3.6%	9,380,706
Education	5,551,772	1,361,887	24.5%	6,913,659
Engineering	29,021,792	(801,655)	-2.8%	28,220,137
Hotel & Restaurant Management	3,022,883	25,513	0.8%	3,048,396
Law	1,819,693	778,199	42.8%	2,597,892
Liberal Arts and Social Sciences	14,076,303	434,562	3.1%	14,510,865
The College of Arts	7,759,097	(423,748)	-5.5%	7,335,349
Natural Sciences & Mathematics	36,630,486	(4,263,415)	-11.6%	32,367,071
Optometry	7,645,447	(557,659)	-7.3%	7,087,788
Pharmacy	3,721,437	2,735,571	73.5%	6,457,008
Social Work	2,549,242	831,101	32.6%	3,380,343
Technology	2,209,010	(36,894)	-1.7%	2,172,116
School of Nursing		47,411		47,411
Honors	716,560	188,460	26.3%	905,020
Subtotal Academic Affairs	\$ 127,105,388	\$ (1,041,056)	-0.8%	\$ 126,064,332
Administration and Finance	2,533,105	(49,338)	-1.9%	2,483,767
Houston Public Media	17,809,279	(998,743)	-5.6%	16,810,536
Athletics	6,393,353	642,541	10.1%	7,035,894
Utilities	343,484			343,484
Total Uses	\$ 249,602,949	\$ (4,084,059)	-1.6%	\$ 245,518,890

Faculty Academic Instructional Workload (University of Houston)

[Revised as of February 9, 1999.]

In accordance with UHS Board of Regents; policy 21.05, the University of Houston has developed the following faculty academic workload rules and regulations.

The general workload responsibilities of a faculty member at a complex institution such as the University of Houston can neither be defined simply nor summarized easily. Faculty members have fundamental obligations above and beyond organized teaching and research. They perform their normal classroom duties and carry out a multitude of essential functions including, but not limited to, academic advising and counseling, the supervision of undergraduate and graduate students, direction of individual study, special projects, theses and dissertations, and curriculum development. In addition, they accept many institutional and public service obligations.

The variety of faculty responsibilities that must be undertaken for the university to function in an effective and efficient manner makes it impossible to equate faculty workload with the sum total of semester credit hours taught, or with any other single criterion. Indeed, it is inappropriate to adopt any measure of faculty workload that is fundamentally numerical in nature without consideration of qualitative issues. While recognizing these facts, however, the university must develop a minimum teaching load requirement and report its fulfillment to the state. This is necessary to comply with the Texas Education Code, to meet the expectations of the Legislature for direct instructional activities tied to compensation from the faculty salary appropriation line item, and to quantify for all university constituencies the basic commitment the faculty have to the students at the University of Houston.

These institutional rules and regulations distinguish between *minimum teaching load requirements* and *general workload requirements*. While the university requires that every faculty member fulfill a certain minimum teaching load and assume a comparably high level of general workload, it does not insist that each one have the same teaching load. The university administration will provide chairs of individual academic units the flexibility to achieve maximum effectiveness in teaching effort as related to student enrollment and to adjust each individual's instructional assignment within the regulations and standards stated below. Each department chair and college dean must certify that the duties of each faculty member actually constitute an appropriate workload responsibility in accordance with the following rules and regulations, which have been approved by the University of Houston Board of Regents.

The minimum faculty teaching load requirement described in this policy does not apply to graduate teaching assistants. The Provost, as the chief academic

officer of the university, is responsible for assuring that all teaching assistants are carefully supervised.

General Workload Expectations

Given the quality and variety of work necessary to support this university's fundamental obligation to the discovery, transmission, and application of knowledge, the administration understands there always will be a significant differential between a faculty member's minimal requirements and his/her total actual commitment of time and energy. General workload expectations vary greatly by academic department, discipline, and college. Therefore, specific common workload expectation criteria are not delineated for the university. The regulation of general workload requirements is the responsibility of the appropriate department chair and college dean. New faculty should be informed at the time of hire of the discipline specific general workload requirements associated with the department or college. An individual's fulfillment of these requirements should be used when evaluating merit, in promotion and tenure decisions, as well as in the post-tenure review process.

Faculty Workload Assignments and Professional Activities

Only participation in the specific professional activities listed below, which are defined in state regulations as "faculty salary elements of cost," qualifies a faculty member for compensation from the faculty salary appropriation line. In defining those general workload activities that can be supported from the faculty salary appropriation line, each college must adhere to the following categories:

- A. Direct instructional activities, which include interaction with students related to instruction, preparation for such instruction, and evaluation of student performance. The various types of instruction include: lecture, laboratory, practicum, seminar, independent study, private lessons, alternative learning activities, and supervision of theses and dissertations.
- B. Administrative assignments that directly support the institution's teaching function, e.g., department chairs, graduate directors, undergraduate directors, and coordinators of special programs or multi section courses.
- C. Basic and applied research, professional development and service activities that directly support the institution's teaching and research function. Professional development activities are those activities which enable faculty members to enhance their teaching and research knowledge and/or capabilities and thus improve significantly the university's capabilities.

Minimum Teaching Load Requirements

The University of Houston must comply with two different teaching load requirements. The first concerns an average of organized classes within the

university. The second concerns an average of instructional hours per faculty member within a department.

Each department shall be required to produce eighteen teaching load equivalency hours per faculty FTE Minimum paid from the appropriation item "faculty salaries" during each academic year (fall and spring semesters). For example, a department with 12.3 state instructional FTE faculty must produce at least 221.4 equivalency hours ($12.3 * 18 = 221.4$) during the fall and spring semesters of each academic year from courses or appropriate activities by the individuals holding these appointments.

To comply with Texas Higher Education Coordinating Board policies, each year the university must account for a minimum of two organized courses per semester per faculty member averaged across the campus and averaged also across the fall/spring semesters. Each academic unit should reach that average internally. If the unit finds it necessary to go below that average, permission must be given at the next higher administrative level. Each semester a report must be filed by each unit with the next higher administrative level.

Faculty paid, in full or in part, from a source of funds other than the faculty salary element of cost will have no minimum teaching load requirement associated with these appointments or portion of appointments. When more than one faculty member participates in the instruction of a single course section, the teaching hours are proportioned according to the effort expended per faculty member. Load adjustments are permitted for the teaching load equivalencies listed below, but such adjustments must have the appropriate approvals at the college and university levels when specified.

Teaching loads will, of course, fluctuate because of illness, sudden emergencies, and unforeseeable needs, which may force a faculty member to accept a higher load temporarily or to request a lighter load during a stated period. All temporary exceptions to the basic teaching load policy should be in writing and should carry the approval of the dean of the appropriate college. Chairs and deans are encouraged to ask outstanding faculty to offer courses central to the unit's teaching mission, if appropriate.

No two colleges at the University of Houston are identical in the mixture and nature of teaching responsibilities expected of individual faculty in order to meet student needs. Each dean should require direct instructional activities in excess of the university minimum teaching load whenever such duties are necessary to meet the college's obligations to students. Each college or disciplinary area must establish a minimum greater than the university minimum if required to meet the instructional obligations of the college to students and to operate effectively within the available level of faculty salary resources. No college may adopt a minimum teaching load requirement below the university's minimum stipulated in this policy. Colleges may, however, have additional stipulations so long as they

do not conflict with the general policy. Workload policies for colleges that have included additional requirements must be available in the office of the dean of the college or in the Office of the Provost.

Teaching Load Equivalencies

Instruction of regularly scheduled organized undergraduate courses, except as specified in adjustments B and G below, shall provide teaching load hours at the rate of one hour per each contact hour of instruction per week per long semester. Teaching load equivalencies for other types of instruction and instructional administration are defined in the following adjustments.

- A.** One contact hour of organized graduate instruction is equivalent to one and one-half contact hours of organized undergraduate instruction.
- B.** Instruction of regularly scheduled laboratory courses, physical-activity courses, and studio art and studio music instruction shall provide teaching load units at the rate of two units of teaching load for each three contact hours of instruction per week per long semester.
- C.** Supervision of practice student teachers and clinical and intern supervision shall be credited such that 24 contact hours per week is equivalent to nine units of teaching load. This adjustment must be reported by the department, approved by the college dean, and reported to the administration on the ['Additional Duties'](#) form.
- D.** Supervision of student practicum courses and teaching credit for individual instruction courses shall be credited on the basis of one-third unit for each semester credit unit of individual doctoral instruction, one-fifth unit for each semester credit unit of individual master's instruction, and one-tenth unit for each semester credit unit of individual undergraduate instruction.
- E.** Supervision of graduate theses and dissertations provides teaching units and shall be credited on the basis of one-third of the dissertation research semester credit hours and one-sixth of the thesis research semester credit hours. Thesis and dissertation teaching hours may be divided among the dissertation supervisor and other committee members who contribute to the supervision of the dissertation.
- F.** Supervision of tutorial sessions in the pharmaceutical sciences connected to organized classes but not reflected in specifically identified sections shall be credited such that 30 contact hours per semester are equal to three units of teaching load credit in addition to teaching load credit generated by the organized classes. This adjustment must be reported by the department, approved by the college dean, and reported to the administration on the

['Additional Duties'](#) form.

- G. Teaching credit for large and small organized classes will be awarded in the following fashion.

Class size	Inflater
59 or fewer	*1.0
60 - 69	1.1
70 - 79	1.2
80 - 89	1.3
90 - 99	1.4
100 - 124	1.5
125 - 149	1.6
150 - 174	1.7
175 - 199	1.8
200 - 249	1.9
250 - 299	2.0
300 - 349	2.1
350 - 399	2.2
400 - 449	2.3
450 - 499	2.4
500 - larger	2.5

When undergraduate classes have fewer than ten students and graduate classes have fewer than five students, credit for small classes will be deflated in the following fashion.

<u>Small Class Deflater</u>							
Undergraduate	Class size	10	9	8	7	6	5
	Deflater	1.0	0.9	0.8	0.7	0.6	0.5
Graduate	Class size	5	4				
	Deflater	1.0	0.8				

When a department does not meet its instructional hour requirements under the provisions above, the following teaching load equivalencies for other professional activities allowable under state law may be used to comply.

- A. Equivalency credit may be granted for other professional assignments that the college documents as related directly to the teaching function. The sum of such equivalencies shall not exceed one one-thousandth (0.001) of the total semester credit hours generated by the college in the corresponding semester of the previous year. *Example: Assume that a college taught a total of 11,935 semester credit hours in the corresponding semester of the previous year. Using the factor of 0.001 the college would have a credit of 11.93 units that could be assigned to individuals for other activities which are related directly to the college's teaching responsibilities (such as major course revision). This equivalency will be calculated at the college level, and its distribution is the responsibility of the dean. This adjustment must be reported by the department, approved by the college dean, and reported to the administration on the ['Additional Duties'](#) form.*

- B. Coordination of several sections of a single course may provide teaching load credit up to a maximum of three units where one hour is awarded for each six sections so coordinated. This adjustment must be reported by the department, approved by the college dean, and reported to the administration on the ['Additional Duties'](#) form.

- C. When the budget allows, the department chair and the dean of the college may request that the provost approve, by individual faculty member, up to twelve work load units per faculty member per semester for basic and applied research or professional development activities which directly support the institution's teaching and research function. This adjustment must be reported by the department, approved by the college dean, and reported to the administration on the ['Additional Duties'](#) form.

- D. Departmental administrative assignments will receive equivalent teaching units per semester based on the size of the department:

< 15 FTE	9 units
12 - 24 FTE	12 units
25 - 39 FTE	15 units
40 FTE>	18 units

No more than six units may be awarded to any one faculty member during a semester. This adjustment must be reported by the department, approved by the college dean, and reported to the administration on the ['Additional Duties'](#) form.

- E. If a class is canceled due to low enrollments, substitute teaching loads should be assigned to the faculty member by the department chair. However, for extenuating circumstances, the department chair can

petition the dean for a waiver of the forfeited teaching load for one semester. This adjustment must be reported by the department, approved by the college dean, and reported to the administration on the '[Additional Duties](#)' form.

Teaching Load Compliance

The chief academic officer shall designate the officer of the institution who will monitor faculty teaching load and submit the reports to the chief academic officer for approval and comment, as appropriate, prior to submitting the reports to the University of Houston Board of Regents following the standard reporting format and deadlines as provided by the Texas Higher Education Coordinating Board in accordance with Section 51.402 of the Texas Education Code and any applicable riders in the current General Appropriations Act.

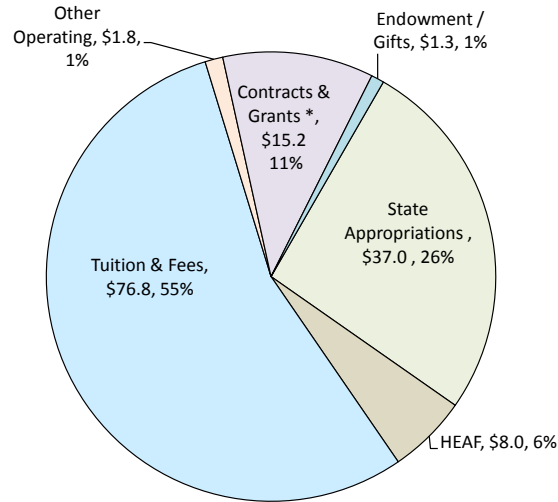
Every department's compliance with these minimum teaching load requirements shall be assessed each academic year. If a department is found to be out of compliance, the institution shall take appropriate steps to address the noncompliance and to prevent such noncompliance in the future.

See [University of Houston Faculty Academic Instructional Workload Additional Duties Form](#).

UH-Clear Lake Budget

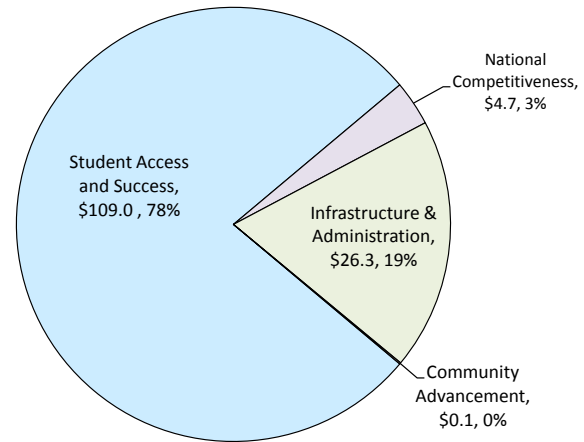
FY2017

Operating Budget Source of Funds



* Includes Federal Financial Aid Total \$140.1 Million

Operating Budget Use of Funds

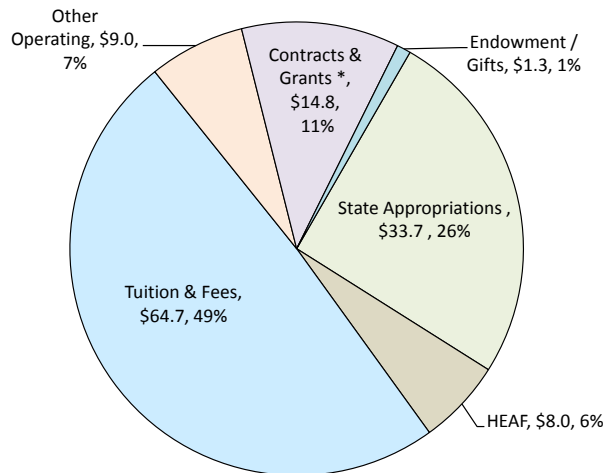


Total \$140.1 Million

Total Budget	
	\$ Millions
Operating Budget	\$ 140.1
Capital Facilities	30.0
Total	\$ 170.1

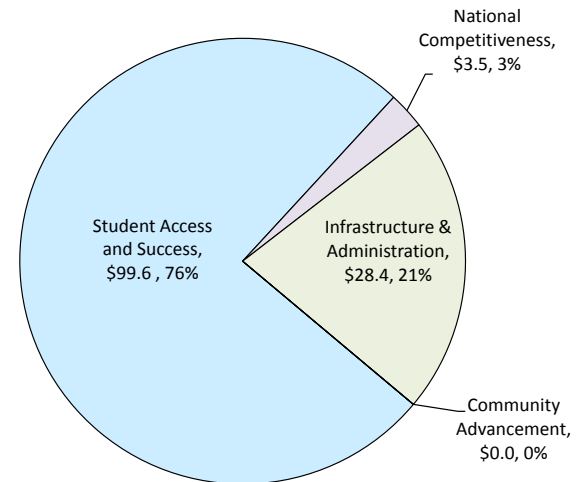
FY2018

Operating Budget Source of Funds



* Includes Federal Financial Aid Total \$131.5 Million

Operating Budget Use of Funds



Total \$131.5 Million

Total Budget	
	\$ Millions
Operating Budget	\$ 131.5
Capital Facilities	119.8
Total	\$ 251.3

UH-Clear Lake Operating Budget
Revenues FY2014 - FY2018
\$ in Millions

	A 2014 Actual	B 2015 Actual	C 2016 Actual	D 2017 Budgeted	E 2018 Proposed
1 State Appropriations	\$ 30.9	\$ 30.8	\$ 36.4	\$ 37.0	\$ 33.7
2 HEAF	5.2	5.2	5.3	8.0	8.0
3 Tuition & Fees	56.6	65.6	70.5	76.8	64.7
4 Other Operating	2.8	2.8	3.0	1.8	9.0
5 Contracts & Grants *	14.8	15.4	15.7	15.2	14.8
6 Endowment / Gifts	1.8	1.3	1.1	1.3	1.3
7 Total	<u>\$ 112.1</u>	<u>\$ 121.1</u>	<u>\$ 132.0</u>	<u>\$ 140.1</u>	<u>\$ 131.5</u>

* Includes Federal financial aid

4.2

UH-Clear Lake Operating Budget
Expenditures FY2014 - FY2018
 \$ in Millions

	A 2014 Actual	B 2015 Actual	C 2016 Actual	D 2017 Budgeted	E 2018 Proposed
1 Student Access and Success	\$ 83.6	\$ 89.9	\$ 98.0	\$ 109.0	\$ 99.6
2 National Competitiveness	1.8	1.6	1.9	4.7	3.5
3 Infrastructure & Administration	21.3	22.1	23.8	26.3	28.4
4 Community Advancement	0.4	0.8	0.8	0.1	0.0
5 Total	<u>\$ 107.1</u>	<u>\$ 114.4</u>	<u>\$ 124.5</u>	<u>\$ 140.1</u>	<u>\$ 131.5</u>

4.3

**University of Houston-Clear Lake
FY2018 Operating Budget Expenditures by Function**

	A	B	C	D	E	F	G	H	I	J	K	L
Expenditure Budget	Instruction	Research	Academic Support	Subtotal	Public Service	Student Services	Institutional Support	Physical Plant	Scholarships & Fellowships	Auxiliary Enterprises	FY 2018 Total	FY 2017 Total
1 Cost of Goods Sold	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 489,000	\$ -	\$ -	\$ 6,000	\$ 495,000	497,500
2 Tenure Track Faculty	22,492,992		122,982	22,615,974							22,615,974	23,515,112
3 Non-Tenure Track Faculty	1,073,384		99,660	1,173,044							1,173,044	1,703,920
4 Adjunct Faculty	3,660,288			3,660,288							3,660,288	3,819,821
5 Graduate Assistant	682,593		16,204	698,797						9,500	708,297	794,535
6 Exempt Staff	2,631,029	1,727,700	6,757,013	11,115,742		2,947,679	6,902,413	695,857		2,349,169	24,010,860	25,146,258
7 Non-Exempt Staff	1,392,042	35,538	1,775,053	3,202,633		903,313	2,813,110	1,873,044		1,073,762	9,865,862	9,752,430
8 Student Employees	100,151		509,334	609,485		143,109	23,514			198,604	974,712	1,300,281
9 Summer Instruction Salaries	2,105,715			2,105,715							2,105,715	2,457,653
10 Benefits	9,274,712	328,059	2,708,171	12,310,942		988,702	3,819,984	947,990		954,664	19,022,282	19,119,210
11 Subtotal	43,412,906	2,091,297	11,988,417	57,492,620		4,982,803	13,559,021	3,516,891		4,585,699	84,137,034	87,609,220
12 Capital			2,543,683	2,543,683		100,000	516,506	64,000			3,224,189	3,531,025
13 M&O	2,274,792	1,402,176	3,937,542	7,614,510	4,572	2,113,995	3,858,081	2,412,428		1,214,936	17,218,522	21,514,185
14 Travel & Business Expense	161,520	27,171	369,801	558,492	5,428	77,368	176,151	4,674		104,685	926,798	974,162
15 Debt Service								1,472,826		2,118,129	3,590,955	4,476,578
16 Utilities								2,299,401		137,781	2,437,182	2,437,181
17 Scholarship & Fellowship				-					19,463,220		19,463,220	19,108,350
18 Subtotal	2,436,312	1,429,347	6,851,026	10,716,685	10,000	2,291,363	4,550,738	6,253,329	19,463,220	3,575,531	46,860,866	52,041,481
19 Total Expenditure Budget	\$ 45,849,218	\$ 3,520,644	\$ 18,839,443	\$ 68,209,305	\$ 10,000	\$ 7,274,166	\$ 18,598,759	\$ 9,770,220	\$ 19,463,220	\$ 8,167,230	\$ 131,492,900	\$ 140,148,201

4.4

UH-Clear Lake Mission Statement

The University of Houston-Clear Lake is a student-centered, community-minded, partnership-oriented university that offers bachelors, masters and selected doctoral programs to enhance the educational, economic and cultural environment of the Houston-Galveston metropolitan region. UH-Clear Lake serves a diverse student body with special emphasis on undergraduate transfer, graduate and international students. The university offers the highest quality instruction and nationally accredited academic programs designed to develop the critical thinking, creative, quantitative, leadership and communication skills of students. The university conducts applied and basic research and engages in community and professional service that support both the economic development and the quality of life of the area. The university is committed to community engagement through partnerships with educational institutions, businesses, government agencies and nonprofit organizations.

UH-Clear Lake Goals

The University of Houston-Clear Lake will:

1. Achieve academic excellence through the offering of high quality programs delivered by an outstanding faculty and staff in an environment supportive of teaching and research.
2. Provide a supportive student-centered campus environment focused on student access and success.
3. Enhance a campus which is attractive, functional, safe and supportive of the university's mission; promote an environment for effective collaboration; and maintain fiscal responsibility.
4. Build mutually beneficial partnerships through outreach activities for the benefit of faculty, staff, students, alumni and the community.

UH-Clear Lake Planning Process

The planning process at UHCL not only includes planning, but budgeting, implementation and assessment as well. The “bottom-up” process starts at the unit or departmental level and proceeds upward to the division and then component levels. At UHCL there are three major components including Academic Affairs, Administration and Finance, and the Office of the President.

Faculty, staff, students, and administrators are involved in the planning and budgeting process via UHCL’s Planning and Budgeting Committee (PBC). UHCL’s president, senior vice president for academic affairs and provost, and the vice president for administration and finance present the university’s priorities for funding in a meeting open to faculty, staff, and students, which is coordinated by the PBC. The PBC provides recommendations to UHCL’s University Council which makes a recommendation to UHCL’s president.

The goals of the university along with the University of Houston System’s strategic priorities provide the impetus and direction for our planning and budgetary expenditures. Our Office of Institutional Effectiveness provides various measures that assess our progress. Among those measures are standardized instruments, portfolios, and annual reports from each school. Senior administrators use those data to make decisions that will benefit the campus in its effort to become more effective in meeting our goals and delivering on our mission.

The next biennium presents several challenges for UHCL. We are facing significant budget reductions due to a decrease in our state appropriation. We are also experiencing a decline in domestic and international graduate enrollment which has a significant negative impact on tuition revenue. Actions are being taken within Academic Affairs and Administration and Finance to address the budget shortfall.

Overall, for fiscal year 2018, UHCL will continue to address the challenges of both quantity and quality. The quantity dimension centers on providing access to higher education for an increasing number of students to enhance the college participation and graduation rate in the greater Houston metropolitan region. The quality dimension has been and will continue to be to offer high quality academic programs that meet state, regional, and national accreditation standards while serving the educational needs of our students, employers, and the community.

The major priorities to be addressed in fiscal year 2018 are (1) Student Access and Success, (2) Academic and Research Excellence/National Competitiveness, (3) University Infrastructure and Administration, and (4) Community Advancement. The following section will provide an overview of UHCL’s priorities and initiatives for FY 2018. The major priorities include:

1. Student Access and Success - \$3,898,360
 - Enrollment Management Services and Student Support
 - New Academic Programs
 - Title IX Coordinator
 - Instructional Support
 - STEM Building Debt Payment
 - Recreation and Wellness Center Debt Payment
 - Pearland Lease
2. Academic and Research Excellence/National Competitiveness - \$1,897,198
 - Faculty Promotions
 - Teaching and Research Resources

3. University Infrastructure and Administration - \$3,726,675
 - Staff Recruitment and Retention
 - Faculty and Staff Benefits
 - Operations Support
 - Campus Facilities
 - University Computing
 - Capital Renewal and Deferred Maintenance

4. Community Advancement
 - Center for Robotics Software
 - Exercise and Rehabilitation Institute
 - Center for Autism and Developmental Disabilities
 - Bayou Theater

**University of Houston-Clear Lake
FY18 Budget - Reallocations and Reductions**

Due to the 10% reduction in state general revenue funding and the significant decline in graduate enrollment, UHCL is addressing a \$12.8M problem over FY18 - FY20. A 3-year plan has been developed and will be adjusted accordingly as variables change. The FY18 Budget reflects reallocations, reductions and the use of fund balance to cover the shortfall in state general revenue and tuition revenue.

REALLOCATIONS

Base funded items were identified that could be eliminated and pulled in centrally to assist with the shortfall.

<u>Description</u>	<u>Amount</u>	<u>Explanation</u>
University Unallocated Funds	1,046,567	These funds were set aside for new initiatives.
B-On-Time	400,000	B-on-Time was eliminated and these base funds were pulled in centrally.
Benefits - ERS 1%	493,000	Universities were required to contribute to ERS 1% of salary expenditures. This requirement was eliminated.
STEM Debt Payment (Shift)	702,136	Shifted the debt payment from Designated Funds to HEAF
Miscellaneous Operating	69,164	This represents various reallocations within departments.
Total Reallocations	2,710,867	

REDUCTIONS

Base reductions were made with the approval of the President and Vice Presidents.

<u>Description</u>	<u>Amount</u>	<u>Explanation</u>
Department Reductions (FY18 is the first of the 3-year plan)	4,630,041	President, Academic Affairs, Administration and Finance Components were required to reduce budgets 7.3%. Within Academic Affairs, percentage reductions varied so that no division took more than a 10% cut and the colleges were each cut 6%. Reductions were made by eliminating vacant positions, shifting positions to other sources, and reducing operating expenses.
Special Items and Comprehensive Research Fund	141,440	This represents the reductions in High Tech Lab, Environmental Studies, Center for Autism, and Comprehensive Research Fund.
Department - decline in Differential Designated Tuition (DDT)	526,635	Colleges made budget reductions based on the loss in DDT revenue.
Department - decline in Student Fees	1,324,609	Departments made budget reductions based on the loss in fee revenue.
Total Reductions	6,622,725	

TOTAL REALLOCATIONS/REDUCTIONS 9,333,592

Priority 1. Student Access and Success

Context

In Fall 2014, the University of Houston-Clear Lake transitioned from an upper-level to a four-year university. In our third year as a four-year university in Fall 2016, UH-Clear Lake enrolled 288 freshmen and 444 sophomores. Our freshmen came from over seventy high schools with an average grade point of 3.39 and an average SAT of 1029. Of the freshmen, 55% were female and 45% male with 85% full-time and 15% part-time students. For the freshman class, the top majors were biology, computer science, pre-engineering, psychology, education, general business, computer engineering, marketing, and fitness and human performance. Our retention rate for our Fall 2015 freshmen from Fall 2015 to Fall 2016 was 75.9%.

For Fall 2016, UHCL served 8,676 students which was a decline from 8,903 in Fall 2015. The decline occurred in graduate domestic and international students going from 3,253 in Fall 2015 to 2,887 in Fall 2016. Due to this decline at the graduate level, UHCL is working with Ruffalo Noel Levitz to determine the current market and growth potential for UHCL's graduate degrees. Assessments will also be conducted to determine the potential for additional online programs and options for international graduate student recruitment. Already, various graduate programs have revised their curriculums to be more competitive and have transitioned their program delivery from face-to-face to online to better meet the needs of their target audience. During the past year, UHCL awarded 2,579 degrees with 1,285 at the bachelor's level and 1,294 at the master's and doctoral levels.

In Fall 2016, UHCL enrolled our first students in the doctoral program in psychology which is UHCL's third doctoral degree. UHCL implemented the pre-engineering program by working with University of Houston's Cullen College of Engineering. This program is one of the top ten programs for new freshmen attending UHCL in 2016. UHCL also established both bachelor of science and bachelor of applied science degrees in information technology and early childhood education to serve freshmen as well as community college transfers. For the next fiscal year, UHCL will seek approval for the bachelor of science in mechanical engineering with plans to offer the degree in Fall 2018. UHCL has also partnered with Alvin Community College (ACC) at the UHCL Pearland Campus for ACC to offer lower-level courses for Fall 2017. During fiscal years 2018 and 2019, major new facilities will open at both UHCL and the UHCL Pearland Campus including the STEM and Classroom Building and the Recreation and Wellness Center at UHCL along with the Health Sciences and Classroom Building at UHCL Pearland.

FY 2018 Budget Initiatives

- *Enrollment Management Services and Student Support - \$306,798 New Resources*
Enrollment Management will receive funding for technical and copywriting support to operate the Customer Relationship Management (CRM) database, as well as funding for financial aid and scholarships.

- *New Academic Programs - \$279,000 New Resources*
Additional resources will be provided for the bachelor's degree in mechanical engineering and the doctoral program in psychology.
- *Title IX Coordinator - \$61,000 New Resources*
The Title IX Coordinator will lead efforts across the university to ensure compliance with statutory and regulatory requirements.
- *Instructional Support - \$940,000 HEAF*
Classroom and lab instructional technology at UHCL's main campus, the UHCL Pearland Campus and the Texas Medical Center will be enhanced in FY 2018. Computers in our open labs, teaching labs and classrooms are upgraded on a three-year cycle while classroom projection technology is on an eight-year upgrade cycle.
- *STEM Building Debt Payment - \$705,839 HEAF*
HEAF will supplement the state TRB allocation in order to increase the building by 18,000 square feet. These funds will provide additional teaching labs for biology, chemistry, mechanical engineering and a 120 seat auditorium style classroom.
- *Recreation and Wellness Center Debt Payment - \$766,987 HEAF*
HEAF will fund approximately 23,000 square feet for the Exercise and Health Sciences program including labs, classrooms and faculty offices.
- *Pearland Lease - \$838,736 HEAF*
This reflects annual payment for lease/purchase of facility built by the City of Pearland and leased by UHCL. The addition of the conference center and the Pearland Economic Development Corporation (PEDC) office suite was added in FY17 to the lease/purchase agreement.

Priority 1. Investment of Resources in FY 2018 Initiatives

	New Resources	HEAF	Total
Enrollment Management Services and Student Support	\$306,798		\$306,798
New Academic Programs	279,000		279,000
Title IX Coordinator	61,000		61,000
Instructional Support		\$940,000	940,000
STEM Building Debt Payment		705,839	705,839
Recreation and Wellness Center Debt Payment		766,987	766,987
Pearland Lease		838,736	838,736
Subtotal	\$646,798	\$3,251,562	\$3,898,360

Priority 2. Academic and Research Excellence/National Competitiveness

Context

UHCL is focused on maintaining an array of high quality educational programs which meet the needs of our students, employers, and community. An external indication of the quality of academic programs is the type of accreditation achieved by the program. UHCL's academic programs are currently accredited by The Association to Advance Collegiate Schools of Business (AACSB), the Accreditation Board for Engineering and Technology, the Council for the Accreditation of Educator Preparation, the Texas State Board of Educator Certification, the Commission on Accreditation for Marriage and Family Therapy Education, the National Association of School Psychologists, the Council on Social Work Education, and the American Chemical Society. During 2016-2017, UHCL was named one of the Best Regional Universities in the West by U.S. News and World Report.

During fiscal year 2017, UHCL's undergraduate program in social work was reaccredited for another eight years by the Council on Social Work Education. Our undergraduate bachelor of science in nursing program was evaluated for initial accreditation by the Accreditation Commission for Education in Nursing. During fiscal year 2018, we will prepare for the site visit in 2018 by the Association to Advance Collegiate Schools of Business for the reaccreditation of our undergraduate and graduate programs in accounting and business administration. UHCL currently has 25 specialized accredited programs. UHCL's online software engineering graduate program was ranked #4 in the nation by BestColleges.com.

FY 2018 Budget Initiatives

- *Faculty Promotions - \$65,915 New Resources*
Promotions will be provided for those faculty promoted to associate professor and professor.
- *Teaching and Research Resources - \$1,831,283 HEAF*
The largest portion of these funds, over \$1.525M, was increased by \$100K to augment the amount allocated to our Neumann Library to meet increasing costs for purchasing and maintaining eBooks and electronic journals needed to enhance the quality of our academic program offerings and faculty research efforts. In our continuing commitment to enhance teaching and research resources, remaining funds are used to address the addition of new faculty and academic staff in our four colleges. Our strategy is to upgrade school faculty and staff desktop computers on a three-year cycle.

Priority 2. Investment of Resources in FY 2018 Initiatives

	New Resources	HEAF	Total
Faculty Promotions	\$65,915		\$65,915
Teaching and Research Resources		\$1,831,283	1,831,283
Subtotal	\$65,915	\$1,831,283	\$1,897,198

Priority 3. University Infrastructure and Administration

Context

One of UH-Clear Lake's overall objectives is to provide an operationally efficient and safe physical environment to adequately support the successful achievement of the university's mission. The purpose of this objective is to provide an environment that is conducive to learning, teaching, research, and service to students, faculty, staff, alumni, and our community.

UHCL consistently maintains a Facility Condition Index Number (FCIN = Deferred Maintenance/Current Replacement Value) of 1% or less, allowing UHCL to reallocate some funds typically used for capital renewal and deferred maintenance projects to capital project needs in FY 2017. Some Capital Renewal/Deferred Maintenance projects completed this year include LED lighting, automatic doors to meet ADA regulation, and continuation of our multi-year project to upgrade sidewalk lighting to LED.

FY 2018 Budget Initiatives

- *Staff Recruitment and Retention - \$41,916 New Resources*
These resources committed to staff provide market based adjustments for staff falling greater than 20% below market. This also includes UHCL's funding commitment to the Police Department Step Plan.
- *Faculty and Staff Benefits - \$561,149 New Resources*
This funding is required to cover the rising costs of benefits for faculty and staff positions paid from state and local funds in fiscal year 2018.
- *Operations Support - \$201,339 New Resources*
New resources will fund the increase in System Service Charge and other miscellaneous costs related to operations.
- *Campus Facilities - \$586,506 HEAF*
UHCL will continue addressing ADA accessibility issues that arise during the year and identify new equipment purchases that will increase operating efficiencies in the Facilities Management and Construction division. New funding will be used to purchase equipment for the Mechanical Engineering Lab in the STEM Building.
- *University Computing - \$867,471 HEAF*
These funds are used to maintain and upgrade staff desktop computers and to upgrade, maintain and enhance the infrastructure hardware supporting our website, course management system and communications network. Servers and network equipment are upgraded on a five-to-eight year cycle, while staff computers are on a three-year cycle.
- *Capital Renewal and Deferred Maintenance - \$1,468,294 HEAF*
UHCL will continue working projects from our 5-year plan to maintain a low Facility Condition Index Number. Projects planned for FY2018 include replacement of the Arbor Building roof, continued replacement of ceiling tiles and upgrade to LED lighting in the Bayou Building, continued upgrading of HVAC components to DDC in the Bayou Building and continuation of our multi-year plan to upgrade sidewalk and street lighting with new poles and LED fixtures.

Priority 3. Investment of Resources in FY 2018 Initiatives

	<u>New Resources</u>	<u>HEAF</u>	<u>Total</u>
Staff Recruitment and Retention	\$41,916		\$41,916
Faculty and Staff Benefits	561,149		561,149
Operations Support	201,339		201,339
Campus Facilities		\$586,506	586,506
University Computing		867,471	867,471
Capital Renewal and Deferred Maintenance		1,468,294	1,468,294
Subtotal	\$804,404	\$2,922,271	\$3,726,675

Priority 4. Community Advancement

Context

UH-Clear Lake's mission statement emphasizes the importance of the university being both partnership-oriented and community-minded. Because of UHCL's continued commitment to community service and outreach, UHCL was named to the President's Higher Education Community Service Honor Roll by the Corporation for National and Community Service for the fifth consecutive year. UHCL's community advancement is implemented via the university's various centers and institutes including the Center for Autism and Developmental Disabilities, the Environmental Institute of Houston, the Art School for Children and Young Adults, the Center for Educational Programs, the Psychological Services Clinic, the Cyber Security Institute, and the Center for Executive Education.

For fiscal year 2018, UHCL will focus on a number of new community advancement initiatives which include:

- UHCL has established the Center for Robotics Software to expand on our capabilities in computer engineering to partner with NASA's Johnson Space Center and area businesses.
- UHCL will develop an Exercise and Rehabilitation Institute to be housed in UHCL's new Recreation and Wellness Center which is scheduled to be completed by fall 2018. The Institute will draw on our resources from our graduate program in exercise and health science as well as our undergraduate program in fitness and human performance.
- UHCL will create a satellite operation for our Center for Autism and Developmental Disabilities at the UHCL Pearland Campus once the new Health Sciences and Classroom Building is completed by spring 2019.
- UHCL will continue the renovation and enhancement of the Bayou Theater while simultaneously offering increased programming for the benefit of UHCL's students, faculty, staff, alumni, and community.

University of Houston-Clear Lake
Appendix A - Allocation of New FY 2018 Resources

Revenue Changes		A
Appropriations Bill		
<u>General Revenue</u>		
1	Formula Funding	\$ (4,374,236)
2	State Reductions to Institutional Operations	(1,245,064)
3	Hold Harmless Funding (1)	3,635,986
4	Subtotal General Revenue	<u>(1,983,314)</u>
<u>Special Items</u>		
5	Reduction to Other Special Items	(1,278,713)
6	Subtotal Special Items	<u>(1,278,713)</u>
7	Subtotal Appropriations	<u>(3,262,027)</u>
Tuition and Fees		
8	Consolidated Tuition and Fees	(11,802,848)
9	Subtotal Tuition and Fees	<u>(11,802,848)</u>
Other		
10	Investment Income	42,222
11	Endowment Income	78,723
12	Fund Balance - Department	4,726,771
13	Fund Balance - University	2,400,684
14	Subtotal Other	<u>7,248,400</u>
15	Total Net Revenue	<u>\$ (7,816,475)</u>

Reallocations/Reductions		B
1	Reallocations/Reductions	\$ (2,710,867)
2	Reductions - Department (overall 7.27%)	(4,771,481)
3	Reductions - Decline in DDT and Student Fees	(1,851,244)
4	Subtotal - Reallocations	<u>\$ (9,333,592)</u>

Priority/Initiative Allocations		C
Priority 1. Student Success		
5	Enrollment Management Services and Student Support	\$ 306,798
6	New Academic Programs	279,000
7	Title IX Coordinator	61,000
8	Subtotal - Student Access and Success	<u>646,798</u>
Priority 2. National Competitiveness		
9	Faculty Promotions	65,915
10	Subtotal - National Competitiveness	<u>65,915</u>
Priority 3. University Infrastructure & Administration		
11	Staff Recruitment and Retention	41,916
12	Faculty and Staff Benefits	561,149
13	Operations Support	201,339
14	Subtotal - University Infrastructure & Administration	<u>804,404</u>
15	Total Priority/Initiative Allocations	<u>\$ 1,517,117</u>

16 Total Net Reallocations and New Allocations **\$ (7,816,475)**

1) One-Time Funding

University of Houston-Clear Lake
Appendix B - Allocation of FY 2018 HEAF

<u>FY18 Allocation</u>	
HEAF	\$ <u>8,005,116</u>

<u>Priority/Initiative</u>	<u>HEAF</u>
Priority 1. Student Success	
Instructional Support	\$ 940,000
STEM Building Debt Payment	705,839
Recreation and Wellness Center Debt Payment	766,987
Pearland Lease	838,736
Subtotal	<u>\$ 3,251,562</u>
Priority 2. National Competitiveness	
Teaching and Research Resources	1,831,283
Subtotal	<u>\$ 1,831,283</u>
Priority 3. University Infrastructure & Administration	
Campus Facilities	586,506
University Computing	867,471
Capital Renewal and Deferred Maintenance	1,468,294
Subtotal	<u>\$ 2,922,271</u>
Total Priority/Initiative Allocations	<u>\$ 8,005,116</u>

University of Houston-Clear Lake
Appendix C - Projected Expenditure of Scholarships and Grants

	<u>FY2017</u>	<u>FY2018</u>
Funds from Endowed Scholarships	\$ 410,000	\$ 335,000
Texas Grant Program Scholarships	1,200,000	1,900,000
Texas Public Education Grant (TPEG)	1,293,641	1,234,552
Property Deposit Scholarships	10,000	12,000
Designated Tuition Financial Aid Set-Asides		
Undergraduate Scholarships	1,942,000	2,046,675
Graduate Scholarships	1,023,000	897,237
Academic Recognition Scholarships		
B-on-Time Program*	50,000	4,000
New Student Scholarships	1,225,000	1,300,000
Scholarships - Transfer	1,300,000	1,730,000
Alumni Annual Fund Scholarships	1,000	1,000
Cullen Leaders Scholarships	17,500	14,000
Federal College Work Study	170,000	175,000
Federal Pell Grants	8,800,000	9,200,000
Federal Supplemental Education Opportunity Grants (SEOG)	162,700	176,821
Total	<u>\$ 17,604,841</u>	<u>\$ 19,026,285</u>

* This reflects the approximate amount awarded, not the actual amount required to be set-aside.

University of Houston-Clear Lake

Table 1 - Sources & Uses

(\$ in Millions)

	A	B		C	D	E		F	G
	<u>Historical</u>	-----Change-----			<u>Current</u>	-----Change-----			<u>New</u>
	FY2016 Budget	Dollars	Percent		FY2017 Budget	Dollars	Percent		FY2018 Budget
<u>Operating & Restricted Budget</u>									
Source of Funds									
1 State Appropriations	\$ 36.8	\$ 0.2	0.6%		\$ 37.0	\$ (3.3)	-8.8%		\$ 33.7
2 HEAF	5.3	2.7	50.0%		8.0	-	0.0%		8.0
3 Tuition & Fees	71.1	5.8	8.1%		76.8	(12.1)	-15.8%		64.7
4 Other Operating	2.0	(0.2)	-10.7%		1.8	7.2	395.4%		9.0
5 Contracts & Grants	15.0	0.3	1.7%		15.2	(0.4)	-2.7%		14.8
6 Endowment Income/Gifts	1.3	(0.0)	-1.5%		1.3	(0.1)	-4.0%		1.3
7 Total Sources	\$ 131.5	\$ 8.6	6.6%		\$ 140.1	\$ (8.7)	-6.2%		\$ 131.5
<u>Use of Funds by Object</u>									
8 Salaries and Wages - Faculty	\$ 30.1	\$ 2.2	7.3%		\$ 32.3	\$ (2.0)	-6.3%		\$ 30.3
9 Salaries and Wages - Staff	33.8	2.4	7.1%		36.2	(1.3)	-3.7%		34.9
10 Benefits	18.3	0.8	4.2%		19.1	(0.1)	-0.5%		19.0
11 M&O	20.3	2.7	13.5%		23.0	(4.3)	-18.9%		18.6
12 Capital	7.6	(4.1)	-53.5%		3.5	(0.3)	-8.7%		3.2
13 Scholarships	18.8	0.3	1.6%		19.1	0.4	1.9%		19.5
14 Debt Service	0.3	4.2	1271.4%		4.5	(0.9)	-19.8%		3.6
15 Utilities	2.3	0.1	6.5%		2.4	-	0.0%		2.4
17 Total Uses	\$ 131.5	\$ 8.6	6.6%		\$ 140.1	\$ (8.7)	-6.2%		\$ 131.5

Capital Facilities Budget

Source of Funds								
21 Other	23.1	6.8	29.6%		30.0	89.8	299.8%	119.8
23 Total Sources	\$ 23.1	\$ 6.8	29.6%		\$ 30.0	\$ 89.8	299.8%	\$ 119.8
<u>Use of Funds by Object</u>								
24 Construction	\$ 21.9	\$ 6.0	27.4%		\$ 27.9	\$ 90.7	325.6%	\$ 118.6
25 Major Rehabilitation	1.2	0.8	67.7%		2.1	(0.9)	-43.2%	1.2
27 Total Uses	\$ 23.1	\$ 6.8	29.6%		\$ 30.0	\$ 89.8	299.8%	\$ 119.8

Total Operating, Restricted and Capital Budget

28	\$ 154.6	\$ 15.5	10.0%		\$ 170.1	\$ 81.2	47.7%	\$ 251.3
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University of Houston-Clear Lake
Table 2 - Operations

Source of Funds	FY2017	-----Change-----		FY2018
	Budget	Dollars	Percent	Budget
General Funds				
State General Revenue Appropriations				
Formula Funding	\$ 25,183,384	\$ (1,533,662)	-6.1%	\$ 23,649,722
Special Items	3,794,232	(1,278,713)	-33.7%	2,515,519
State Benefits Appropriation	7,978,101	(449,652)	-5.6%	7,528,449
Subtotal State General Revenue Appropriations	36,955,717	(3,262,027)	-8.8%	33,693,690
Tuition and Fees				
Statutory & Graduate Premium	20,479,589	(5,456,360)	-26.6%	15,023,229
Subtotal Tuition and Fees	20,479,589	(5,456,360)	-26.6%	15,023,229
HEAF	8,005,116			8,005,116
Aux Admin Chg/Other	18,600	(18,600)	-100.0%	
Income on State Treasury Deposits	30,447	20,955	68.8%	51,402
Subtotal General Funds	65,489,469	(8,716,032)	-13.3%	56,773,437
Designated				
Tuition and Fees				
Designated Tuition - General	37,044,256	(4,554,333)	-12.3%	32,489,923
Designated Tuition - Differential	2,516,040	(526,635)	-20.9%	1,989,405
Information Resource Fee	4,383,732	(283,382)	-6.5%	4,100,350
Major/Department/Class Fees	4,882,477	(629,893)	-12.9%	4,252,584
Subtotal Tuition and Fees	48,826,505	(5,994,243)	-12.3%	42,832,262
Indirect Cost	214,850	10,906	5.1%	225,756
Investment Income on Non-Endowed Funds	250,793	21,267	8.5%	272,060
Endowment Income	425,292	78,723	18.5%	504,015
Contracts / Grants / Gifts	67,510	(3,250)	-4.8%	64,260
Self Supporting Organizations/Others	974,205	(33,600)	-3.4%	940,605
Fund Balance	138,833	7,414,687	5340.7%	7,553,520
Subtotal Designated Funds	50,897,988	1,494,490	2.9%	52,392,478
Auxiliary Enterprises				
Student Fees				
Student Service Fee	4,502,188	(233,343)	-5.2%	4,268,845
Other Student Fees	3,030,770	(454,473)	-15.0%	2,576,297
Subtotal Student Fees	7,532,958	(687,816)	-9.1%	6,845,142
Sales & Service - Parking	845,229			845,229
Sales & Service - Athletics/Hotel/UC/Other	660,590	(34,450)	-5.2%	626,140
Subtotal Auxiliary Funds	9,038,777	(722,266)	-8.0%	8,316,511
Total Current Operating Funds	125,426,234	(7,943,808)	-6.3%	117,482,426
Interfund Transfer	(1,376,958)	(165,617)	12.0%	(1,542,575)
Total Sources	\$ 124,049,276	\$ (8,109,425)	-6.5%	\$ 115,939,851
Use of Funds by Object				
Salaries and Wages	\$ 67,123,713	\$ (3,387,747)	-5.0%	\$ 63,735,966
Benefits	18,949,804	(122,173)	-0.6%	18,827,631
M&O	20,358,001	(3,130,649)	-15.4%	17,227,352
Capital	3,522,638	(323,335)	-9.2%	3,199,303
Scholarships	7,181,360	(259,898)	-3.6%	6,921,462
Debt Service	4,476,578	(885,623)	-19.8%	3,590,955
Utilities	2,437,182			2,437,182
Total Uses	\$ 124,049,276	\$ (8,109,425)	-6.5%	\$ 115,939,851

University of Houston-Clear Lake

Table 3 - Restricted

Source of Funds	FY2017	-----Change-----		FY2018
	Budget	Dollars	Percent	Budget
Restricted				
Contracts and Grants				
Research	\$ 3,833,853	\$ (1,264,051)	-33.0%	\$ 2,569,802
Financial Aid	11,377,700	849,300	7.5%	12,227,000
Gifts	160,839	(25,739)	-16.0%	135,100
Endowment Income	358,092	7,262	2.0%	365,354
Other Restricted	355,736	(112,247)	-31.6%	243,489
Total Current Operating Funds	16,086,220	(545,475)	-3.4%	15,540,745
Interfund Transfer	12,705	(401)	-3.2%	12,304
Total Sources	\$ 16,098,925	\$ (545,876)	-3.4%	\$ 15,553,049
Use of Funds by Object				
Salaries and Wages	\$ 1,366,297	\$ 12,489	0.9%	\$ 1,378,786
Benefits	169,406	25,245	14.9%	194,651
M&O	2,627,845	(1,214,877)	-46.2%	1,412,968
Capital	8,387	16,499	196.7%	24,886
Scholarships	11,926,990	614,768	5.2%	12,541,758
Total Uses	\$ 16,098,925	\$ (545,876)	-3.4%	\$ 15,553,049

University of Houston-Clear Lake

Table 4 - Capital Projects

	-----Project Expenditures-----			Total Project Budget	-----Funded From-----			
	Project to Date (1)	FY2018 Budget	Future Year Budgets		HEAF	Revenue Bonds	Gifts	Other
New Construction								
Modular Building	\$ 1,181,531	\$ 76,597	\$ -	\$ 1,258,128	\$ 727,146	\$ -	\$ -	\$ 530,982
Police Building	1,378,472	1,736,528		3,115,000	1,300,000			1,815,000
STEM and Classroom Building	7,461,727	52,655,907	3,882,366	64,000,000		64,000,000		
Health Sciences and Classroom Building	1,641,011	14,638,721	8,344,268	24,624,000		23,424,000		1,200,000
Freshmen Housing	225,195	19,999,805	2,000,000	22,225,000		22,225,000		
Dining Facilities		1,000,000		1,000,000		1,000,000		
Recreation and Wellness Center	4,225,650	28,496,372	5,477,978	38,200,000		34,500,000		3,700,000
Subtotal New Construction	\$ 16,113,586	\$ 118,603,930	\$ 19,704,612	\$ 154,422,128	\$ 2,027,146	\$ 145,149,000	\$ -	\$ 7,245,982
Major Repair and Rehabilitation								
Projects Budgeted Annually								
Capital Renewal Deferred Maintenance	\$ -	\$ 1,080,000	\$ -	\$ 1,080,000	\$ 1,080,000	\$ -	\$ -	\$ -
Parking Lot/Roadway Maintenance		100,000	377,020	477,020				477,020
Subtotal Major Repairs & Rehabilitation	\$ -	\$ 1,180,000	\$ 377,020	\$ 1,557,020	\$ 1,080,000	\$ -	\$ -	\$ 477,020
Total	\$ 16,113,586	\$ 119,783,930	\$ 20,081,632	\$ 155,979,148	\$ 3,107,146	\$ 145,149,000	\$ -	\$ 7,723,002

(1) Project expenditures to date, estimated through August 31, 2017

University of Houston-Clear Lake

Table 5 - Number of Full-Time Equivalent Positions

Employee Classification	FY2017 Budget	-----Change-----		FY2018 Budget
		FTE	Percent	
Faculty	249	(14)	-5.6%	235
Part-time Faculty	142	(11)	-7.7%	131
Professional Staff	373	(14)	-3.8%	359
Classified Staff	287	(8)	-2.8%	279
Temporary Staff	187	(19)	-10.2%	168
Total	1,238	(66)	-5.3%	1,172

University of Houston-Clear Lake
Table 6 - Student Credit Hours, Headcount, and FTE

	FY2014 Actuals	FY2015 Actuals	FY2016 Actuals	FY2017 Budget	FY2018 Budget	FY18 vs FY17 Change
Semester Credit Hours						
Lower Division		21,364	29,053	33,695	36,391	2,696
Upper Division	106,514	95,469	96,774	97,249	92,378	(4,871)
Masters	55,812	58,153	55,811	55,948	39,899	(16,049)
Doctoral	1,590	1,380	1,614	1,488	1,500	12
Total	163,916	176,366	183,252	188,380	170,168	(18,212)
Semester Credit Hours-On/Off Campus						
On Campus	109,454	119,778	130,053	131,866	119,118	(12,748)
Off Campus	54,462	56,588	53,199	56,514	51,050	(5,464)
Total	163,916	176,366	183,252	188,380	170,168	(18,212)
Fall Headcount	8,163	8,665	8,906	9,122	8,200	(922)
Fall FTE	5,153	5,595	5,853	6,020	5,318	(702)

University of Houston-Clear Lake
Table 7 - Allocation of Student Service Fees

Sources	FY2017	-----Change-----		FY2018
	Budget	Dollars	Percent	Budget
Current Year Revenue	\$ 4,502,188	\$ (233,343)	-5.2%	\$ 4,268,845
Total Sources	\$ 4,502,188	\$ (233,343)	-5.2%	\$ 4,268,845
Allocations				
Counseling Services Operations	\$ 505,330	\$ 31,856	6.3%	\$ 537,186
Executive Director Operations	83,148	(15,456)	-18.6%	67,692
Health Services	300,772	(9,542)	-3.2%	291,230
Student Publications	144,251	(6,520)	-4.5%	137,731
AVP, Student Affairs	247,329	69,064	27.9%	316,393
SSF Unallocated	10,820			10,820
Administrative Charge	104,160			104,160
Custodial	34,640			34,640
Intercultural/International Student Services	452,622	(59,312)	-13.1%	393,310
Women's Services	60,112	935	1.6%	61,047
International Student Program	7,000	(600)	-8.6%	6,400
Intercultural Student Programming	14,386	(1,300)	-9.0%	13,086
Student ID Cards	58,398	(8,042)	-13.8%	50,356
Student Cultural Arts	28,000	(11,956)	-42.7%	16,044
Student Government Association	22,500			22,500
Annual Leadership Conference	52,145	(18,900)	-36.2%	33,245
Student Life M&O	320,692	(4,822)	-1.5%	315,870
Student Life Programs	14,120			14,120
Fitness and Wellness	81,441	55,633	68.3%	137,074
SGA Executive Council	2,500			2,500
Student Transportation	86,515	(9,599)	-11.1%	76,916
Dean of Students	546,922	(43,396)	-7.9%	503,526
Writing Center	198,485	(125,138)	-63.0%	73,347
Student Success Tutors	236,331	(99,588)	-42.1%	136,743
Disability 3049	76,544	(2,196)	-2.9%	74,348
Orientation and Welcome Week	143,224	(1,093)	-0.8%	142,131
Math Center Operations		18,101		18,101
Career Services Operations	444,580	21,580	4.9%	466,160
System Service Charge	23,000			23,000
Utilities	90,000			90,000
PC - Dean of Students	112,221	(13,052)	-11.6%	99,169
Total Allocations	\$ 4,502,188	\$ (233,343)	-5.2%	\$ 4,268,845

University of Houston-Clear Lake

Note to Table 2: Operations Expenditures By Organization

	FY2017	-----Change-----		FY2018
	Budget	Dollars	Percent	Budget
Use of Funds by Organization				
President				
President's Office	\$ 1,066,576	\$ (88,201)	-8.3%	\$ 978,375
University Advancement	1,781,787	(112,112)	-6.3%	1,669,675
Subtotal President	2,848,363	(200,313)	-7.0%	2,648,050
Academic Affairs				
Information Resources	458,452	(110,789)	-24.2%	347,663
University Computing	7,165,643	(461,390)	-6.4%	6,704,253
Library	4,210,112	(19,386)	-0.5%	4,190,726
Sr. VP and Provost	2,014,247	(496,877)	-24.7%	1,517,370
Student Services	6,362,198	(162,792)	-2.6%	6,199,406
Enrollment Management	14,256,573	(688,385)	-4.8%	13,568,188
Academic Affairs	2,142,132	(398,929)	-18.6%	1,743,203
Business	11,756,769	(957,129)	-8.1%	10,799,640
Education	7,347,470	(476,065)	-6.5%	6,871,405
Human Sciences and Humanities	11,638,220	(527,768)	-4.5%	11,110,452
Science and Computer Engineering	11,962,017	(566,140)	-4.7%	11,395,877
Subtotal Academic Affairs	79,313,833	(4,865,650)	-6.1%	74,448,183
Administration and Finance				
VP Administration & Finance	9,195,661	(701,525)	-7.6%	8,494,136
Facilities Management & Construction	4,588,577	(259,123)	-5.6%	4,329,454
Utilities	2,437,182			2,437,182
Subtotal Administration & Finance	16,221,420	(960,648)	-5.9%	15,260,772
Other				
Unallocated: Other	1,804,002	(1,273,606)	-70.6%	530,396
Debt Service	4,476,578	(885,623)	-19.8%	3,590,955
System Service Charge	2,279,017	135,825	6.0%	2,414,842
Other Transfers	143,738	(105,556)	-73.4%	38,182
Staff Benefits	16,537,325	46,146	0.3%	16,583,471
Insurance Premiums	425,000			425,000
Subtotal Other	25,665,660	(2,082,814)	-8.1%	23,582,846
Total Uses	\$ 124,049,276	\$ (8,109,425)	-6.5%	\$ 115,939,851

University of Houston-Clear Lake

Note to Table 3: Restricted Expenditures By Organization

	FY2017 Budget	-----Change-----		FY2018 Budget
		Dollars	Percent	
Use of Funds by Organization				
President				
President's Office	\$ 5,567	\$ (5,186)	-93.2%	\$ 381
University Advancement	16,258	(3)	0.0%	16,255
Subtotal President	21,825	(5,189)	-23.8%	16,636
Academic Affairs				
Information Resources	739,331	(725,386)	-98.1%	13,945
Library	11,310	(272)	-2.4%	11,038
Sr. VP and Provost	659,608	(140,652)	-21.3%	518,956
Student Services	36,300			36,300
Enrollment Management	12,085,183	583,421	4.8%	12,668,604
Business	3,820			3,820
Education	893,073	(596,294)	-66.8%	296,779
Human Sciences & Humanities	782,369	28,268	3.6%	810,637
Science and Computer Engineering	861,106	310,228	36.0%	1,171,334
Subtotal Academic Affairs	16,072,100	(540,687)	-3.4%	15,531,413
Administration and Finance	5,000			5,000
Total Uses	\$ 16,098,925	\$ (545,876)	-3.4%	\$ 15,553,049

6.1 WORKLOAD POLICY FOR FACULTY (University of Houston-Clear Lake)

Approved by University Council May 8, 1997

1.0 Purpose and Scope

The purpose of this policy is to provide guidelines for the assignment of workload for full time non-tenure and tenure track faculty. A separate policy applies to part time faculty and is given in the faculty handbook.

2.0 Policy Statement

The faculty and administration of the University of Houston-Clear Lake adhere to the following guidelines to ensure the delivery of the highest quality instructional program possible to students and to promote scholarship and professional service.

3.0 Responsibility for Administration of Policy

The deans of the schools, in collaboration with their respective associate deans, are responsible for implementing procedures to ensure adherence to the university workload policy for faculty. The deans are responsible to the senior vice president and provost who has overall responsibility for UHCL's workload policy, including academic assignments. The office of the Senior Vice President and Provost is responsible for preparing the faculty workload reports, based on the information provided by the schools.

Within their areas of responsibility, the deans certify that faculty have been assigned professional duties that are appropriate to the individual faculty member and which ensure effective management of the academic component.

3.1 Faculty: Non-Tenure Track

Normal Workload. The normal teaching load for a full-time, non-tenure track faculty member is twelve (12) semester credit hours, but deans may make exceptions for good and sufficient reasons. Visiting faculty members should have the same classroom teaching load as tenure track faculty. Other responsibilities for non-tenure track faculty will be assigned by the dean as appropriate.

3.2 Faculty: Tenure Track

Normal Workload. The normal teaching load for a full-time tenure-track faculty member is nine (9) semester credit hours per long semester. In addition to carrying the normal teaching load, faculty members are responsible for student advising and mentoring; school, university and system curriculum development; and maintaining an active involvement in research, scholarship, or creative activity. Faculty members are also responsible for service activities, such as academic program reviews; accreditation studies; shared governance; and faculty service to their profession and to the local

community. Those activities beyond the normal nine hour teaching load shall be counted as the equivalent of three (3) semester credit hours.

4.0 Course-Load Equivalencies

Definition. A course is equated to three semester credit hours.

4.1 Laboratory teaching where the faculty member is present in the laboratory with or without an assistant. Two laboratory class hours are normally equated to one semester credit hour.

4.2 Supervision of student teachers/teaching interns. Supervision of six student teachers is normally equated to one three semester credit hour course.

4.3 Supervision of student interns. Supervision of six student interns is normally equated to one three semester credit hour course with the approval of the appropriate dean. Program requirements agreed upon by the program faculty and dean will determine the specific number of interns equivalent to one course.

4.4 Independent Studies. Course-load equivalencies for faculty supervising Independent Studies will be handled by the individual schools.

4.5 Thesis direction. A faculty member will receive one course release for every 24 credit hours of thesis research completed. A faculty member cannot count one student for more than six (6) credit hours of thesis credit for purpose of this policy.

4.6 Master's Projects. Course-load equivalencies for faculty chairing Master's Projects will be handled by the individual schools.

5.0 Flexible Teaching Assignments

Faculty may request, and deans may assign, with the approval of the faculty member involved, an additional course in one long-semester in return for a reduction of one course in a long semester to be decided in negotiation between the faculty member and the dean.

Tenured faculty members may request to teach an additional three hour class in order to be evaluated primarily in teaching. The weights (Research, Teaching, Service) would be negotiated with the appropriate dean's office. This agreement must be renewed each academic year. The faculty member is advised to consider the effect the choice of weights may have on promotion.

The weighting structure (Research, Teaching, and Service) plays an important role in the granting of tenure. Untenured faculty should not be assigned duties outside this structure that diminish the likelihood of being granted tenure. Additionally, untenured faculty should not be given the option to teach more courses than required by the normal workload.

6.0 Course Releases

6.1 New tenure-track faculty.

Course releases for newly appointed, terminally-degreed, tenure-track faculty will be determined at the school level.

6.2 University Funded Course Releases.

The dean may approve an internally funded reduction in a faculty member's teaching load to allow the faculty member additional time for special research, administrative assignments, professional service, or other legitimate activity of value to the university. These assignments will be reviewed by the provost. If the provost requests a dean to release a faculty member from a course for a special assignment, then the provost will be expected to reimburse the school at a negotiated rate. Faculty are still responsible for their non-instructional duties. However, in special cases some or all non-instructional duties may be reassigned with the approval of the dean of the school involved.

6.3 Cost of Releases Not Funded by the University.

Normally, each course release must provide for funding at a rate of 1/8 of the faculty member's 9 month salary plus cost of benefits. The university may set a different funding rate for individual releases at the discretion of the appropriate dean. Faculty are still responsible for their non-instructional duties. However, in special cases some or all non-instructional duties may be reassigned with the approval of the dean of the school involved.

6.4 Deans and Associate Deans

In consideration of their administrative duties, deans and associate deans normally teach one course per semester.

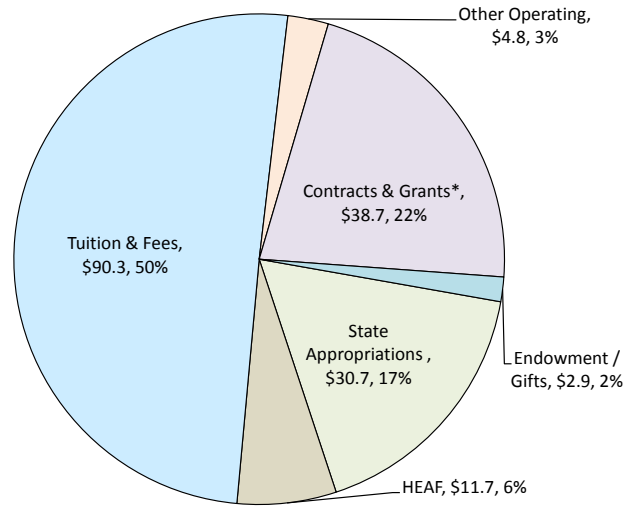
6.5 Documentation

Course release approvals/disapprovals of both the appropriate dean and academic area administrator are required to be in writing. Annual reports on administrative and other course releases, approved by the provost's office, will be available in the provost's office.

FY2017

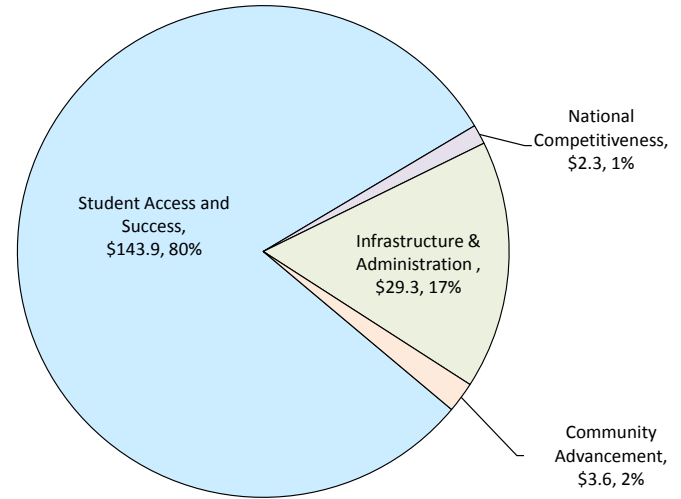
UH-Downtown Budget

Operating Budget Source of Funds



* Includes Federal Financial Aid Total \$179.1 Million

Operating Budget Use of Funds



Total \$179.1 Million

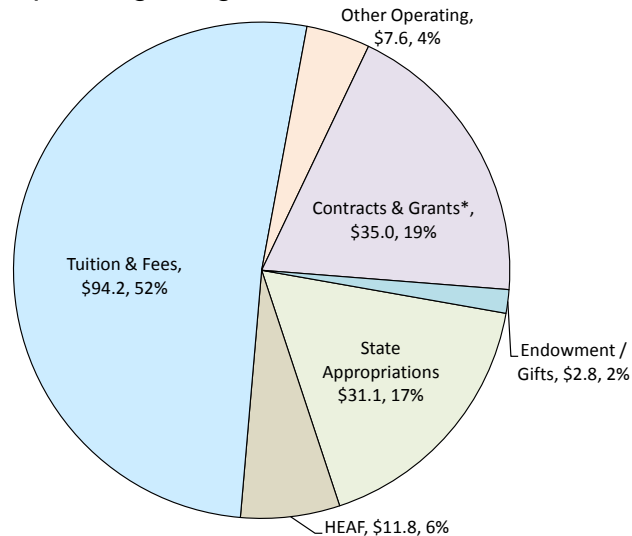
Total Budget

	\$ Millions
Operating Budget	\$ 179.1
Capital Facilities	6.0
Total	\$ 185.1

5.1

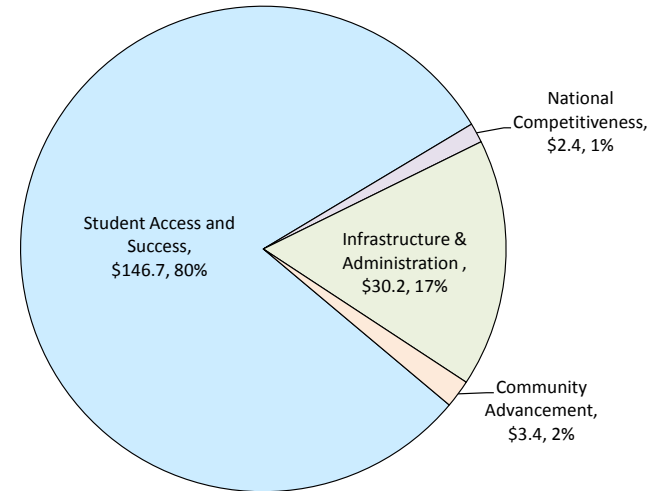
FY2018

Operating Budget Source of Funds



* Includes Federal Financial Aid Total \$182.7 Million

Operating Budget Use of Funds



Total \$182.7 Million

Total Budget

	\$ Millions
Operating Budget	\$ 182.7
Capital Facilities	45.2
Total	\$ 227.9

UH - Downtown
Revenues FY2014 - FY2018
\$ in Millions

	A 2014 Actual	B 2015 Actual	C 2016 Actual	D 2017 Budgeted	E 2018 Proposed
1 State Appropriations	\$ 27.4	\$ 27.6	\$ 30.4	\$ 30.7	\$ 31.3
2 HEAF	7.4	7.4	7.8	11.7	11.8
3 Tuition & Fees	72.8	80.5	86.5	90.3	94.2
4 Other Operating	7.3	7.1	6.7	4.8	7.6
5 Contracts & Grants *	40.1	36.9	36.3	38.7	35.0
6 Endowment / Gifts	2.8	3.6	1.9	2.9	2.8
7 Total	<u>\$ 157.8</u>	<u>\$ 163.1</u>	<u>\$ 169.6</u>	<u>\$ 179.1</u>	<u>\$ 182.7</u>

* Includes Federal financial aid

UH - Downtown
Expenditures FY2014 - FY2018
\$ in Millions

	A 2014 Actual	B 2015 Actual	C 2016 Actual	D 2017 Budgeted	E 2018 Proposed
1 Student Access and Success	\$ 119.6	\$ 121.5	\$ 130.4	\$ 143.9	\$ 146.7
2 National Competitiveness	2.5	2.5	2.5	2.3	2.4
3 Infrastructure & Administration	26.1	27.0	28.1	29.3	30.2
4 Community Advancement	4.4	4.3	4.1	3.6	3.4
5 Total	<u>\$ 152.6</u>	<u>\$ 155.3</u>	<u>\$ 165.1</u>	<u>\$ 179.1</u>	<u>\$ 182.7</u>

**University of Houston - Downtown
FY2018 Operating Budget Expenditures by Function**

Expenditure Budget	A	B	C	D	E	F	G	H	I	J	K	L
	Instruction	Research	Academic Support	Subtotal	Public Service	Student Services	Institutional Support	Physical Plant	Scholarships & Fellowships	Auxiliary Enterprises	FY 2018 Total	FY 2017 Total
1 Cost of Goods Sold	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,000	\$ 2,000	\$ 2,000
2 Tenure Track Faculty	23,993,466		344,204	24,337,670	4,200	22,851				36,722	24,401,443	23,288,734
3 Non-Tenure Track Faculty	5,372,865			5,372,865	13,263						5,386,128	5,056,388
4 Adjunct Faculty	4,178,598			4,178,598							4,178,598	4,053,042
5 Graduate Assistant												
6 Exempt Staff	890,884	391,028	10,925,701	12,207,613	1,106,327	2,272,284	8,393,119	653,710		2,265,695	26,898,748	27,817,223
7 Non-Exempt Staff	823,815	80,672	4,509,697	5,414,184	310,981	1,952,799	3,217,268	1,566,049		1,112,888	13,574,169	10,594,621
8 Student Employees	151,125	3,350	677,912	832,387	60,302	464,360	93,690	7,966	593,966	333,130	2,385,801	2,253,810
9 Summer Instruction Salaries	2,534,953			2,534,953							2,534,953	2,534,953
10 Benefits	9,458,448	152,886	4,288,758	13,900,092	396,540	1,285,676	3,725,260	776,282		942,419	21,026,269	19,888,336
11 Subtotal	47,404,154	627,936	20,746,272	68,778,362	1,891,613	5,997,970	15,429,337	3,004,007	593,966	4,690,854	100,386,109	95,487,107
12 Capital			4,828,943	4,828,943		213,551	1,419,976	10,844		23,000	6,496,314	6,594,000
13 M&O	1,169,885	1,698,604	7,395,913	10,264,402	1,465,030	1,415,755	5,090,098	3,723,490		2,929,133	24,887,908	25,815,689
14 Travel & Business Expense	287,721	59,144	357,647	704,512	36,536	38,969	322,641	3,110		344,232	1,450,000	1,400,000
15 Debt Service							2,552,500			694,747	3,247,247	698,372
16 Utilities								1,917,847		262,153	2,180,000	2,180,001
17 Scholarship & Fellowship									44,099,641		44,099,641	46,945,104
18 Subtotal	1,457,606	1,757,748	12,582,503	15,797,857	1,501,566	1,668,275	9,385,215	5,655,291	44,099,641	4,253,265	82,361,110	83,633,166
19 Total Expenditure Budget	\$ 48,861,760	\$ 2,385,684	\$ 33,328,775	\$ 84,576,219	\$ 3,393,179	\$ 7,666,245	\$ 24,814,552	\$ 8,659,298	\$ 44,693,607	\$ 8,946,119	\$ 182,749,219	\$ 179,122,273

University of Houston-Downtown Mission and Goals

Vision

The University of Houston-Downtown will be a premier city university where all students are engaged in high-impact educational experiences and graduate with 21st Century skills.

Mission

The University of Houston-Downtown is a comprehensive four-year university offering bachelor's and selected master's degree programs and providing strong academic and career preparation as well as life-long learning opportunities. Located in the heart of the city, the University reflects the diversity of the Greater Houston Metropolitan Area and, through its academic programs, engages with the community to address the needs and advance the development of the region. UHD is an inclusive community dedicated to integrating teaching, service, and scholarly research to develop students' talents and prepare them for success in a dynamic global society.

UHD Revised Strategic Plan 2015-2020

Based on the goals and objectives of the current strategic plan, the key performance targets by 2020 are:

- Double the six-year graduation rate for full-time, first-time-in-college students to 28 percent.
- Improve the retention rates in the first year to 75% and second year to 60%.
- Increase enrollment to 18,000 students.
- Offer 10-12 new programs and professional certificates, credentials, or industry driven badges.
- Increase external research funding to \$10 million.
- Achieve total of \$25 million in gifts to the University.

Highlights of Accomplishments in FY2017

As FY2017 comes to a close, UHD can look back on a year of significant accomplishments:

- UHD College of Business received \$10 million in endowment funding and is now named the Marilyn Davies College of Business.
- For the first time in UHD history, the University's graduation rate is above 20%.
- On Feb. 23, 2017, the University of Houston System Board of Regents appointed Dr. Juan Sánchez Muñoz to be the sixth President of the University of Houston - Downtown.
- Texas Higher Education Coordinating Board Recognition of Exemplary Programs - UHD Supplemental Instruction. This is a peer tutoring program that focuses on barrier courses and aims to help students in those targeted courses.
- Board of Regents approved two new academic programs - a Bachelor of Science in Nursing (BSN) and Bachelor of Science in Data Science (BSDS).
- The MBA program continues to be the largest and the fastest growing graduate program in the city of Houston.
- Greater Texas Foundation Grant will provide three years of financial support (\$1.4 Million) to 200 qualified early-college high school graduates who enroll at UHD.
- A 17-acre tract was acquired for the new College of Science and Technology building. The ground breaking for this building is scheduled for early Fall 2017.
- Due to graduate enrollment growth, UHD was one of a handful of institutions to receive an increase in its general revenue appropriation.

Overview of UHD's FY2018 Plan and Budget

Plan Overview

FY2018 Funding Sources

For the coming year UHD has identified \$9.6 million to address critical operating needs. Of this, \$6.9 million will come from new revenue, both new state general revenue and tuition and fee revenue. Of this \$6.9 million, approximately half (\$3.5 million) is directly attributable to enrollment growth and/or a more favorable enrollment mix of undergraduate and graduate students, while the remaining \$3.4 million is attributable to the tuition/fee increases approved by the UHS Board of Regents in the spring of 2016.

The non-revenue components of the \$9.6 million are comprised of \$1.1 million of strategic reallocations and \$1.6 million of applied fund balance. Every year as part of the budget development process, UHD undergoes a careful review of existing expenditures to identify funds that can be reallocated to better support institutional priorities. Likewise, each year the University releases a calculated amount of reserves to fund one-time, non-recurring initiatives.

FY2018 will mark the second year UHD receives its stepped-up HEAF appropriation of \$11.7 million. While a significant sum, there will be no increase in HEAF over what had been received in the prior year.

UHD Priorities and FY2018 Initiatives

For FY2018, **student success** remains UHD's top priority. Over the past several years, a systems approach has been implemented to create an environment supportive of the success of entering First Time in College (FTIC) students. Faculty, advisors, success coaches, tutors and peer mentors work together to assist students should they encounter academic, social and financial challenges in their first year of college. This new approach has contributed to an unprecedented increase in UHD's graduation rate from 13.3% in 2015 to 20.2% in 2017. This graduation rate is the highest in UHD's history. Of even greater significance is the student retention data, which suggests that UHD is on track to reach its goal of achieving a graduation rate of 28% by 2020.

In 2018, UHD will build on this momentum by strengthening and scaling existing 'First and Second Year Gator Experience' programs and by incorporating Houston's Guided Pathway to Success' '*Purpose First Initiative*' which will integrate advising and career counseling services. Also, UHD will continue to make improvements to its new 4-day Orientation program, working to better integrate the faculty mentoring and financial literacy components throughout the program. Specifically, the Gator Mentoring component has already demonstrated its ability to improve student classroom performance, which an internal study suggests is a top predictor of persistence and graduation. FTIC students in good academic standing who continue to accumulate a minimum of 24 semester credit hours a year will receive a \$2,000 '*Be-on-Time*' scholarship towards tuition and fees. The expansion of this program over the past few years is a strong indication of the growing number of students who are on track to graduate in a timely manner.

In partnership with Houston Community College and Lone Star College, UHD will execute the joint admission, advising and degree agreements that it signed in 2016-17. The university will embed advisors in community college campuses to work with students who intend to transfer to UHD. The goal of this strategy is to significantly reduce the number of courses that transfer students attempt and complete that neither applies toward their respective degrees and extends time towards their graduation. This will allow transfer students to incur less debt and graduate more quickly. UHD has already seen promising results with the increase of its transfer graduation rate from 56.6% in 2016 to 60.5% this year. The positive trends in UHD's student success metrics is best reflected in the increase of the number of degrees it has awarded in the past three years: 2,440 in 2015; 2,898 in 2016; and a projected 3,175 in 2017.

Year	Graduation rate	Degrees Awarded	Graduate enrollment	'Be on Time' Retention Scholarship
FY 2015	13.3%	2440	609	N/A
FY 2016	15.9%	2898	1017	\$1.7 million
FY 2017	20.2%	3175*	1386	\$1.9 million

*Estimate projection

UHD has also experienced remarkable success in its graduate programs, thanks to several innovative and industry-specific master's degrees in Non-Profit Management and Data Analytics and disciplined based certificates tied to the Master's in Business Administration. With these new degree programs and certificates, UHD's graduate enrollment has more than doubled in the last three years. This increase is largely responsible for the increase in general revenue being awarded through the state's formula funding. Thus, the FY2018 budget has prioritized faculty retention and the hiring of additional faculty and staff to sustain and grow graduate education at UHD. These funds will help the university expand the number of graduate certificates, including in areas such as Project Management and Business Process Improvement, as well as retain critical faculty that have been part of the growth in graduate student enrollments and graduate program offerings.

UHD is also preparing to offer new undergraduate programs. Already the new program in Health and Behavioral Science has grown from 48 students in its first year in 2016 to 169 students in 2017. The BSN in Nursing will start working with Houston Community College this coming year and at the same time UHD will launch the first B.S. in Data Science in the state of Texas.

One of the most significant long term investments in the FY2018 budget is the \$2.5 million dedicated to the debt service on the bonds which enabled UHD to purchase 17 acres of land adjacent to its campus. These bond proceeds will also supplement the state funding received for the construction of a new Science and Technology Building and related Central Utilities Plant. The plant will have the capacity to support additional buildings in the future. The university's commitment to debt service is possible because of the progress UHD has made in recent years related to student success and enrollment. Moreover it reflects the university's current optimism and momentum to better realize its mission of serving students across the Houston Metropolitan Area.

The Planning and Budgeting Process

Planning and budgeting at UHD, guided by the University of Houston System goals, the UHD Progress Card, and the current UHD Strategic Plan 2015-2020, begins at the department level where staff and faculty in all units identify and prioritize new initiatives. These plans are then consolidated and presented to the university's Planning and Budget Development Committee (PBDC) which makes recommendations to the president.

Summary of Reductions, Reallocations and Operating Efficiencies

As the result of a rigorous streamlining and re-assessment exercise, the university will reallocate \$1.1 million of existing funds to support the university's highest priorities.

Priority 1 - Student Success

Context

UHD’s highest priority remains student retention and graduation. To address the complex and inter-related web of challenges faced by the urban, minority, first generation and financially limited population that characterizes the university, UHD has developed a dynamic systems model that encourages units to work together through a deliberative process to ensure continuous improvement in student outcomes. This approach provides impetus to directly impact student performance and inculcate the “grit” to persist towards graduation. The results thus far are quite promising.

FTIC Early Success Indicators	
	2016-17
Students declaring major and/or pre-major	90%
Students attending Gator Gateway (4-day orientation)	93%
Students registered in linked courses (Freshman seminar with ENG 1301 or MATH 1301)	82%
Freshman Seminar	90%
FTIC student participation in faculty and peer mentoring program	33%

To continue and improve the ongoing FTIC retention and graduation initiatives and programs a Retention and Graduation Standing Committee was established. In addition to a new 4-day Gator Orientation, Gator Mentoring program has now been extended to First-Year Student mentees enrolled in their second year, thus extending learning communities from orientation through their sophomore year. Further, a more structured Second-Year program is being implemented focused on targeted cohorts, which will include academic surge and summer reparation programs for students with GPAs of 2.25 or below and a summer ‘Gator Engagement Program’ for students with GPAs between 2.5-3.0.

	2016 FTIC participating in Mentoring Program	2016 FTIC NOT participating in the Mentoring Program
After Fall 2016 semester	277 students	552 students
Re-enrollment in the Spring 2017 semester	260 out of 277 (94%)	480 out of 552 (87%)
Avg. GPA Fall 2016	2.7	2.45

The majority of UHD’s students need financial assistance if they are to achieve their academic goals, and do so in a timely manner. In FY2018, UHD will continue to offer ‘*Be on Time*’ retention scholarships to support timely degree completion. The long term goal is to encourage appropriate and capable students to attempt and complete 30 SCH annually, in any combination, which research strongly suggests leads to higher retention and graduation.

Be on Time Award Status for 2016-2017		
	Awardees	Non-Awardees
Average Hours Earned (N=651)	22.72	18.29
Academic Year GPA (N=431)	2.86	2.51

Retaining qualified and committed faculty for student success is critical. Thus, a merit salary increase is proposed. Additionally, in FY2018, UHD plans to hire 5 lecturers/visiting faculty. These new full time faculty will greatly assist UHD's efforts to better support student success.

UHD engages students and values their input. Students have expressed an interest in having additional study spaces on campus. In response to the clarion recommendations of our students, renovation and upgrades to existing physical areas/rooms and technologies across campus are proposed in this plan.

FY 2018 Budget Initiatives

- Increasing Student Support (\$1,328,168 Operating Funds, \$156,000 HEAF)***
 UHD will add \$250,000 for conversion of the student information system and \$110,000 to maintain student counseling services on-campus. Funds will be used for freshman mandatory orientation, allowing FTICs to start their journey at UHD as an identifiable and supportable cohort. Additional staff will be hired to support the growing needs of the departments and colleges.
- Increased Retention and Graduation Rates (\$2,395,067 Operating Funds)***
 As several Department of Education grants reach their funding completion, the important work that the grants initiated will be continued, given their success at UHD. For example, funding will be allocated to sustain supplemental instruction, which is being recognized by the Texas Higher Education Coordinating Board in Summer 2017, as well as to continue current and new programs, such as the mentoring and coaching programs. Four new staff will be hired to provide intrusive advising, enhanced service experience, and manage student success projects across campus.

The key to student success is retaining high quality faculty in a highly-competitive academic marketplace. For FY2018, UHD is planning to allocate a 3% faculty salary pool (\$810,000) for merit salary increases and market adjustments. Additionally, to accommodate growth in varying programs and at the off-campus site at University Park (NW), 5 new lecturers will be hired.

- Increased Financial Aid (\$982,000 Operating Funds)***
 Approximately 67% of UHD students receive some form of financial aid, indicating that financial assistance is a critical component of student success and completion. To address this demand for financial support, UHD is committed to increasing the 'Be on Time' retention scholarship, and allocating freshman work study funds (\$150,000) to permit more students to be employed on campus. Research shows that students engaged on campus are more likely to succeed.
- Library Support (\$2,517,355 HEAF)***
 In the coming year, charges for access to databases and for journal subscriptions will account for 80 percent of library HEAF expenditures, with the remaining 20 percent going to cover the purchase of books, e-books, videos, and recordings.

- *Expand Academic Facilities and Equipment (\$1,660,586 HEAF)*
HEAF funding of approximately, \$1.4 million will be used to upgrade computer labs and equipment in presentation classrooms and other event rooms as well as to renovate existing multi-purpose rooms, classrooms and labs.

Investment of FY 2018 Resources in Student Success Initiatives

	<u>Operating \$s</u>	<u>HEAF</u>	<u>Total</u>
Increasing Student Support	\$1,328,168	\$ 156,000	\$1,484,168
Increasing Retention and Graduation Rates	\$2,395,067		\$2,395,067
Increasing Financial Aid	\$982,000		\$982,000
Library Support		\$2,517,355	\$2,517,355
Expand Academic Facilities and Equipment		\$1,660,586	\$1,660,586
Total	\$4,705,235	\$4,333,941	\$9,039,176

Priority 2 - National Competitiveness

Context

A highly qualified faculty is vital for UHD to achieve its goals of improving student success rates and equipping graduates with 21st Century skills. Faculty are the backbone of the UHD community “*dedicated to integrating teaching, service, and scholarly research to develop students’ talents and prepare them for success in a dynamic global society.*” To maintain faculty credentials and an appropriate ratio of full-time vs. part-time faculty, as recommended by SACSCOC, UHD will add 13 new tenure/tenure track positions. Most of these positions will go to support fast-growing programs like the MBA, which in the last two years has seen an increase in enrollment from 421 students to 1,121, and the new Health and Behavioral Science program, which jumped from 48 students last year to 169 this year.

FY 2018 Budget Initiatives

- *Hire Tenure-track Faculty (\$1,624,745 Operating funds)*
National searches for new tenure/tenure track positions will be conducted in FY2018 not only to accommodate enrollment growth but also to support new programs and certificates in Nursing, Early Childhood Education, Latino Studies, Project Management and Business Process Improvement.
- *Increase Faculty Support (\$99,000 Operating funds, \$170,000 HEAF funds)*
Funds have been budgeted to support faculty scholarship, research and creative activities.

Investment of FY 2018 Resources in National Competitiveness Initiatives

	<u>Operating \$s</u>	<u>HEAF</u>	<u>Total</u>
Hire Tenure-track Faculty	\$1,624,745		\$1,624,745
Increase Faculty Support	\$99,000	\$170,000	\$269,000
Total	\$1,723,745	\$170,000	\$1,893,745

Priority 3 - Infrastructure and Administration

Context

To maintain an environment conducive to student success, the University must invest in its infrastructure and be efficient in its administrative practices. These infrastructure and administrative investments are generally in the areas of personnel, automation, plant, technology, security, and general administration.

Recognizing UHD's low staffing level as a critical deficiency and with the recent restructuring in two of the four colleges, the PBDC was supportive of adding 13 new staff positions across the university, especially in colleges where staff is much needed to support the growth and efficient functioning of colleges and departments. Other positions are in facilities management, information technology, and campus safety and security.

Beyond the new positions, HEAF funds will go toward addressing facilities maintenance and renovation needs and maintaining UHD's robust technology environment. As stated earlier, UHD's largest ongoing HEAF commitment for FY2018, is the \$2.5 million that will be used to service the debt for land acquisition and future campus expansion.

FY 2018 Budget Initiatives

- *Recruit/Retain Highly Qualified Staff (\$990,000 Operating Funds)*
UHD remains committed to retaining qualified administrators and staff. A 3% merit salary pool of \$990,000 is recommended.
- *Ongoing Physical Plant Maintenance and Upgrades (\$763,180 Operating Funds, \$2,927,063 HEAF)*
Facilities management will add a position and will receive additional funds for scheduled and routine building maintenance and grounds-keeping. The University is allocating a significant portion of its recent HEAF increase to proactively address 'big ticket' plant maintenance items, including building roofs/exteriors and major mechanical system upgrades.
- *Ongoing Technology Maintenance and Upgrades (\$311,557 Operating Funds, \$1,575,000 HEAF)*
The technology on which the University depends for its instructional and administrative operations must be upgraded and/or replaced in a systematic manner. In FY2018, UHD will allocate funds to cover the increasing cost of software licensing/hardware maintenance agreements, add storage capacity, and add a Computer Operations Specialist position in IT.
- *Providing Campus Safety/Security (\$142,082 Operating Funds, \$76,773 HEAF)*
To further enhance campus safety and security, the UHD police department will add a Sergeant position to ensure adequate supervision on all shifts. Funds are also provided for continued expansion of UHD's camera program, which is moving from points-of-entry to building interiors. For FY2018 UHD will also be adding a second Parking Enforcement Officer position.
- *Accommodate Continued Growth (\$2,552,500 HEAF)*
In FY2017, UHD issued \$37 million in Consolidated Revenue Bonds (CRB) to fund the acquisition of land (\$21.5 million) and to supplement the Science & Technology Building/Central Utility Plant project (\$15.5 million). The land and utility plant investments will support campus expansion in the years to come. At this time, HEAF funds are being used to service the debt on these CRBs.

- *General Administration and Operations (\$748,042 Operating Funds, \$117,600 HEAF)*
New positions will be added to the general administrative staff to support growth-driven restructuring in two academic colleges, strengthen the Office of Institutional Effectiveness, and improve operational efficiencies in the Academic Affairs division.

Investment of FY 2018 Resources in University Infrastructure and Administration

	<u>Operating \$s</u>	<u>HEAF</u>	<u>Total</u>
Recruit/Retain Highly Qualified Staff	\$990,000		\$ 990,000
Ongoing Physical Plant Maintenance and Upgrades	\$763,180	\$2,927,063	\$3,690,243
Ongoing Technology Maintenance and Upgrades	\$311,557	\$1,575,000	\$1,886,557
Provide Campus Security	\$142,082	\$76,773	\$218,855
Accommodate Continued Growth		\$2,552,500	\$2,552,500
General Administration and Operations	\$748,042	\$ 117,600	\$865,642
Total	\$2,954,861	\$7,248,936	\$10,203,797

Priority 4 - Community Advancement

Context

UHD continues to build on its strength in Community Advancement, which has been recognized nationally with the Carnegie Foundation's Community Engagement Classification. Last year 1,000 students and 100 faculty and staff participated in community engagement projects across the Greater Houston Metropolitan Area. This added up to approximately 40,000 hours of community service, which can be further attributed to \$600,000 in monetary value.

The Advancement division is coming off a banner year in FY2017, having raised approximately \$13 million. Building on this recognition and UHD's growing position in the greater Houston community, the division of University Advancement and External Relations proposes to expand its staff for sustained growth.

FY 2018 Budget Initiatives

- *Increase Marketing Staff (\$178,340 Operating Funds)*
A full-time photographer/videographer is requested by University Advancement and External Relations. Prior to FY2017, the division relied on a staff member who was not solely dedicated to managing the university's digital marketing and imaging needs. Last year, a temporary professional photographer provided services, allowing the Division to support its efforts to market, brand and promote the institution with professional imagery. The Division will utilize savings from digital marketing initiatives to fund this position, and will continue to manage marketing and branding in-house.

In addition, a Graphic Designer position will be reallocated from Academic Affairs to University Relations to handle a wide range of design projects, particularly those involving graduate and undergraduate academic programs, events, research, and academic affairs.

Investment of FY 2017- Resources in Community Advancement Initiatives

	<u>Operating \$s</u>	<u>HEAF</u>	<u>Total</u>
Increase Marketing Staff	\$178,340		\$178,340

University of Houston-Downtown
Appendix A - Allocation of New FY 2018 Resources

<u>Revenue Changes</u>	A
Appropriations Bill	
<u>General Revenue</u>	
1 Formula Funding	\$ 1,560,770
2 State Reductions to Institutional Operations	(704,836)
3 Hold Harmless Funding (1)	-
4 Subtotal General Revenue	<u>855,934</u>
<u>Special Items</u>	
5 Reduction to Special Items	(132,570)
6 Subtotal Special Items	<u>(132,570)</u>
7 Subtotal Appropriations	<u>723,364</u>
Tuition and Fees	
8 Consolidated Tuition and Fees	6,143,379
9 Subtotal Tuition and Fees	<u>6,143,379</u>
Other	
10 Fund Balance	1,579,783
11 Subtotal Other	<u>1,579,783</u>
12 Total Net Revenue	<u>\$ 8,446,526</u>

<u>Reallocations/Reductions</u>	B
1 Reallocations - Academic & Student Affairs	\$ (1,115,655)
2 Subtotal - Reallocations/Reductions	<u>\$ (1,115,655)</u>

<u>Priority/Initiative Allocations</u>	C
Priority 1. Student Success	
3 Increasing Student Support	\$ 1,328,168
4 Increasing Retention & Graduation Rates	2,395,067
5 Increasing Financial Aid	982,000
6 Subtotal - Student Success	<u>4,705,235</u>
Priority 2. National Competitiveness	
7 Hire Tenure-Track Faculty	1,624,745
8 Increase Faculty Support	99,000
9 Subtotal - National Competitiveness	<u>1,723,745</u>
Priority 3. University Infrastructure & Administration	
10 Recruit/Retain Highly Qualified Staff	990,000
11 Ongoing Physical Plant Maint. & Upgrades	763,180
12 Ongoing Technology Maint. & Upgrades	311,557
13 Provide Campus Safety/Security	142,082
14 General Administration & Operations	748,042
15 Subtotal - University Infrastructure & Administration	<u>2,954,861</u>
Priority 4. Community Advancement	
16 Community Awareness	178,340
17 Subtotal - Community Advancement	<u>178,340</u>
18 Total Priority/Initiative Allocations	<u>\$ 9,562,181</u>

19 Total Net Reallocations and New Allocations	<u>\$ 8,446,526</u>
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1) One-Time Funding

University of Houston-Downtown
Appendix B - Allocation of FY 2018 HEAF

<u>FY18 Allocation</u>	
HEAF	<u>\$ 11,752,877</u>

<u>Priority/Initiative</u>	<u>HEAF</u>
Priority 1. Student Success	
Recruiting/Enrollment Services	\$ 156,000
Library Support	2,517,355
Expand Academic Facilities & Equipment	<u>1,660,586</u>
Subtotal	<u>\$ 4,333,941</u>
Priority 2. National Competitiveness	
Increase Faculty Support	<u>170,000</u>
Subtotal	<u>\$ 170,000</u>
Priority 3. University Infrastructure & Administration	
Ongoing Physical Plant Maintenance & Upgrades	2,927,063
Ongoing Technology Maintenance & Upgrades	1,575,000
Provide Campus Safety/Security	76,773
Accommodate Continued Growth	2,552,500
General Administration & Operations	<u>117,600</u>
Subtotal	<u>\$ 7,248,936</u>
Total Priority/Initiative Allocations	<u><u>\$ 11,752,877</u></u>

University of Houston-Downtown

Appendix C - Projected Expenditure of Scholarships and Grants

	FY2017	FY2018
TEXAS Grant	\$ 6,719,442	\$ 6,433,055
Texas Public Education Grants (TPEG)	1,957,792	1,957,792
Designated Tuition - Scholarship Set-Asides	5,504,734	6,064,268
 <u>Institutional Scholarships</u>		
UHD endowed scholarship funds:		
Scholarship Match - Jeff Davis program	25,000	8,000
AMP Scholarship	70,000	70,000
Red Rose Scholarships funded through endowments	74,130	74,563
All other UHD endowed scholarship funds	509,412	472,822
Subtotal Institutional Scholarships	\$ 678,542	\$ 625,385
 UHD portion of shared UH System scholarship endowments	 20,880	 38,859
Autrey, Cullen Leadership, Cullinan, Int'l Paper, Enron		
Endowed scholarships held at the UH Foundation	106,700	126,800
Dykes, A/B, Engel, Wood & Hearst-UHD, Hugh Roy Cullen-UHS		
 <u>Non-Endowed Scholarships</u>		
B-on-Time Scholarships	1,522,696	1,522,696
Red Rose Scholarships	870	437
Deans' Transfer Scholarships	40,000	40,000
Merit Scholarship Funds	450,000	450,000
Scholars Academy Scholarships	320,000	320,000
100 Club Scholarships	190,000	160,000
All other UHD non-endowed scholarship funds	441,898	472,202
Subtotal Non-Endowed Scholarships	\$ 2,965,464	\$ 2,965,335
 Total	 \$ 17,953,554	 \$ 18,211,494

Note: UHD expects to process approximately \$25.7 million in PELL, SEOG, and CWSP grants in FY2018.

University of Houston-Downtown

Table 1 - Sources & Uses
(\$ in Millions)

	A	B		C	D	E		F	G
	<u>Historical</u>	-----Change-----			<u>Current</u>	-----Change-----			<u>New</u>
	FY2016 Budget	Dollars	Percent		FY2017 Budget	Dollars	Percent		FY2018 Budget
<u>Operating & Restricted Budget</u>									
Source of Funds									
1 State Appropriations	\$ 30.1	\$ 0.6	1.9%		\$ 30.7	\$ 0.7	2.2%		\$ 31.3
2 HEAF	5.8	2.1	36.7%		8.0	0.7	9.3%		8.7
3 Tuition & Fees	86.1	4.2	4.9%		90.3	3.9	4.3%		94.2
4 Other Operating	10.4	(1.8)	-17.7%		8.5	2.1	24.8%		10.7
5 Contracts & Grants	37.4	1.3	3.6%		38.8	(3.7)	-9.7%		35.0
6 Endowment Income/Gifts	3.3	(0.4)	-13.2%		2.9	(0.0)	-1.4%		2.8
7 Total Sources	\$ 173.1	\$ 6.0	3.5%		\$ 179.1	\$ 3.6	2.0%		\$ 182.7
Use of Funds by Object									
8 Salaries and Wages - Faculty	\$ 34.4	\$ 0.6	1.7%		\$ 34.9	\$ 1.6	4.5%		\$ 36.5
9 Salaries and Wages - Staff	39.1	1.5	3.9%		40.7	2.2	5.4%		42.9
10 Benefits	18.7	1.2	6.2%		19.9	1.1	5.7%		21.0
11 M&O	26.3	0.9	3.4%		27.2	(0.9)	-3.2%		26.3
12 Capital	6.1	0.5	7.4%		6.6	(0.1)	-1.5%		6.5
13 Scholarships	45.6	1.4	3.0%		46.9	(2.8)	-6.1%		44.1
14 Debt Service	0.7	(0.0)	-1.1%		0.7	2.5	365.0%		3.2
15 Utilities	2.1	0.0	2.3%		2.2	(0.0)	0.0%		2.2
17 Total Uses	\$ 173.1	\$ 6.0	3.5%		\$ 179.1	\$ 3.6	2.0%		\$ 182.7

Capital Facilities Budget

Source of Funds									
18 HEAF	\$ 2.0	\$ 1.8	88.0%		\$ 3.8	\$ (0.7)	-19.4%		\$ 3.0
19 Bonds	-	-			-	41.0			41.0
21 Other	-	0.3			0.3	0.9	304.9%		1.2
22 HEAF Bond Proceeds/Insttit Funds	15.7	(13.7)	-87.3%		2.0	(2.0)	-100.0%		-
23 Total Sources	\$ 17.7	\$ (11.7)	-66.0%		\$ 6.0	\$ 39.1	647.8%		\$ 45.2
Use of Funds by Object									
24 Construction	\$ 0.7	\$ 1.3	185.7%		\$ 2.0	\$ 39.0	1950.0%		\$ 41.0
25 Major Rehabilitation	2.0	2.0	102.3%		4.0	0.1	3.4%		4.2
26 Acquisitions	15.0	(15.0)	-100.0%		-	-			-
27 Total Uses	\$ 17.7	\$ (11.7)	-66.0%		\$ 6.0	\$ 39.1	647.7%		\$ 45.2

Total Operating, Restricted and Capital Budget

28	\$ 190.8	\$ (5.6)	-2.9%		\$ 185.2	\$ 42.8	23.1%		\$ 227.9
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University of Houston-Downtown

Table 2 - Operations

<u>Source of Funds</u>	FY2017	-----Change-----		FY2018
	Budget	Dollars	Percent	Budget
General Funds				
State General Revenue Appropriations				
Formula Funding	\$ 23,627,504	\$ 855,934	3.6%	\$ 24,483,438
Special Items	397,531	(132,570)	-33.3%	264,961
State Benefits Appropriation	6,549,392	(66,901)	-1.0%	6,482,491
Dedicated Appropriations-TX CWS/License Plate	93,500	3,966	4.2%	97,466
Subtotal State General Revenue Appropriations	30,667,927	660,429	2.2%	31,328,356
Tuition and Fees				
Statutory & Graduate Premium	19,941,266	226,211	1.1%	20,167,477
Subtotal Tuition and Fees	19,941,266	226,211	1.1%	20,167,477
HEAF	11,738,516	14,361	0.1%	11,752,877
Income on State Treasury Deposits	10,000	20,000	200.0%	30,000
Fund Balance	290,000	10,000	3.4%	300,000
Subtotal General Funds	62,647,709	931,001	1.5%	63,578,710
Designated				
Tuition and Fees				
Designated Tuition - General	44,979,088	2,495,769	5.5%	47,474,857
Designated Tuition - Differential	3,980,477	1,005,929	25.3%	4,986,406
Library Fee	2,074,124	(2,151)	-0.1%	2,071,973
Technology Fee	5,128,075	187,572	3.7%	5,315,647
Major/Department/Class Fees	8,441,725	726,636	8.6%	9,168,361
Subtotal Tuition and Fees	64,603,489	4,413,755	6.8%	69,017,244
Indirect Cost	189,540	(22,629)	-11.9%	166,911
Investment Income on Non-Endowed Funds	462,000	48,000	10.4%	510,000
Endowment Income	242,991	69,907	28.8%	312,898
Contracts / Grants / Gifts	41,590	(1,055)	-2.5%	40,535
Self Supporting Organizations/Others	2,839,000	(204,970)	-7.2%	2,634,030
Fund Balance	3,375,311	510,493	15.1%	3,885,804
Subtotal Designated Funds	71,753,921	4,813,501	6.7%	76,567,422
Auxiliary Enterprises				
Student Fees				
Student Service Fee	4,622,625	81,360	1.8%	4,703,985
Recreation and Wellness Center	1,236,574	(4,252)	-0.3%	1,232,322
Other Student Fees	192,000	41,000	21.4%	233,000
Subtotal Student Fees	6,051,199	118,108	2.0%	6,169,307
Sales & Service - Parking	1,555,000	120,000	7.7%	1,675,000
Sales & Service - Athletics/Hotel/UC/Other	901,000	(109,000)	-12.1%	792,000
Fund Balance	334,791	(24,979)	-7.5%	309,812
Subtotal Auxiliary Funds	8,841,990	104,129	1.2%	8,946,119
Total Current Operating Funds	143,243,620	5,848,631	4.1%	149,092,251
Interfund Transfer	(5,742,000)	1,562,937	-27.2%	(4,179,063)
Total Sources	\$ 137,501,620	\$ 7,411,568	5.4%	\$ 144,913,188
Use of Funds by Object				
Salaries and Wages	74,221,667	\$ 3,752,780	5.1%	77,974,447
Benefits	19,648,850	1,139,034	5.8%	20,787,884
M&O	23,878,391	(489,272)	-2.0%	23,389,119
Capital	6,594,000	(97,686)	-1.5%	6,496,314
Scholarships	10,280,339	557,838	5.4%	10,838,177
Debt Service	698,372	2,548,875	365.0%	3,247,247
Utilities	2,180,001	(1)	0.0%	2,180,000
Total Uses	\$ 137,501,620	\$ 7,411,568	5.4%	\$ 144,913,188

University of Houston-Downtown
Table 3 - Restricted

Source of Funds	FY2017	-----Change-----		FY2018
	Budget	Dollars	Percent	Budget
Restricted				
Contracts and Grants				
Research	\$ 3,294,090	\$ (404,575)	-12.3%	\$ 2,889,515
Financial Aid	35,459,548	(3,338,868)	-9.4%	32,120,680
Gifts	1,331,700	(2,900)	-0.2%	1,328,800
Endowment Income	744,172	13,510	1.8%	757,682
Other Restricted	577,862	(71,652)	-12.4%	506,210
Total Current Operating Funds	41,407,372	(3,804,485)	-9.2%	37,602,887
Interfund Transfer	213,281	19,863	9.3%	233,144
Total Sources	\$ 41,620,653	\$ (3,784,622)	-9.1%	\$ 37,836,031
Use of Funds by Object				
Salaries and Wages	\$ 1,377,104	\$ 8,289	0.6%	\$ 1,385,393
Benefits	239,486	(1,101)	-0.5%	238,385
M&O	3,339,298	(388,509)	-11.6%	2,950,789
Scholarships	36,664,765	(3,403,301)	-9.3%	33,261,464
Total Uses	\$ 41,620,653	\$ (3,784,622)	-9.1%	\$ 37,836,031

University of Houston-Downtown

Table 4 - Capital Projects

	-----Project Expenditures-----			-----Funded From-----				
	Project to Date (1)	FY2018 Budget	Future Year Budgets	Total Project Budget	HEAF	Revenue Bonds	Gifts	Other
New Construction								
STEM Building	\$ 3,396,892	\$ 41,000,000	\$ 31,103,108	\$ 75,500,000	\$ -	\$ 75,500,000	\$ -	\$ -
Subtotal New Construction	\$ 3,396,892	\$ 41,000,000	\$ 31,103,108	\$ 75,500,000	\$ -	\$ 75,500,000	\$ -	\$ -
Major Repairs and Rehabilitation								
Projects Budgeted Annually								
Capital Renewal/Capital Improvement	\$ -	\$ 1,670,000	\$ -	\$ 1,670,000	\$ 1,670,000	\$ -	\$ -	\$ -
Renovations/Adaptations		1,357,063		1,357,063	1,357,063			
Major Technology Project								
PeopleSoft Student	1,861,899	1,152,000		3,013,899	1,046,129			1,967,770
Subtotal Major Repairs & Rehabilitation	\$ 1,861,899	\$ 4,179,063	\$ -	\$ 6,040,962	\$ 4,073,192	\$ -	\$ -	\$ 1,967,770
Total	\$ 5,258,791	\$ 45,179,063	\$ 31,103,108	\$ 81,540,962	\$ 4,073,192	\$ 75,500,000	\$ -	\$ 1,967,770

(1) Project expenditures to date, estimated through August 31, 2017

University of Houston-Downtown

Table 5 - Number of Full-Time Equivalent Positions

Employee Classification	FY2017 Budget	-----Change-----		FY2018 Budget
		FTE	Percent	
Faculty	284	12	4.2%	296
Part-time Faculty	241	5	2.1%	246
Professional Staff	414	(42)	-10.1%	372
Classified Staff	238	68	28.6%	306
Temporary Staff	148	7	4.7%	155
Total	1,325	50	3.8%	1,375

University of Houston-Downtown
Table 6 - Student Credit Hours, Headcount, and FTE

	FY2014	FY2015	FY2016	FY2017	FY2018	FY18 vs FY17
	Actuals	Actuals	Actuals	Budget	Budget	Change
Semester Credit Hours						
Lower Division	142,981	138,524	122,528	131,978	119,300	(12,678)
Upper Division	159,805	168,029	171,118	160,074	166,586	6,512
Masters	4,390	10,960	20,723	20,545	26,263	5,718
Total	<u>307,176</u>	<u>317,513</u>	<u>314,369</u>	<u>312,597</u>	<u>312,149</u>	<u>(448)</u>
Semester Credit Hours-On/Off Campus						
On Campus	210,639	209,936	199,331	206,689	197,934	(8,755)
Off Campus	96,537	107,577	115,038	105,908	114,215	8,307
Total	<u>307,176</u>	<u>317,513</u>	<u>314,369</u>	<u>312,597</u>	<u>312,149</u>	<u>(448)</u>
Fall Headcount	13,754	14,436	14,255	14,212	14,154	(58)
Fall FTE	9,210	9,569	9,216	9,421	9,151	(270)

University of Houston-Downtown
Table 7 - Allocation of Student Service Fee

<u>Sources</u>	FY2017 Budget	-----Change-----		FY2018 Budget
		Dollars	Percent	
Current Year Appropriations	\$ 4,657,625	\$ 84,360	1.8%	\$ 4,741,985
Remissions/Exemptions	(35,000)	(3,000)	8.6%	(38,000)
Other Income	269,500	24,000	8.9%	293,500
Budgeted Fund Balance	134,088	(18,760)	-14.0%	115,328
Total Sources	\$ 5,026,213	\$ 86,600	1.7%	\$ 5,112,813
<u>Allocations</u>				
Banner Financial Aid Maintenance	\$ 14,000	\$ -	0.00%	\$ 14,000
Bayou Review	10,500			10,500
Call Center	185,913	14,392	7.74%	200,305
Campus Activities Board	56,100	(27,624)	-49.24%	28,476
Campus Information Center	67,643	3,757	5.55%	71,400
Career Services	458,277	42,222	9.21%	500,499
Center for Student Diversity, Equity and Inclusion		60,344		60,344
Clubs and Organizations	99,487	(9,454)	-9.50%	90,033
Conference and Events	161,083	2,068	1.28%	163,151
Disabled Student Services		18,308		18,308
Drama Production	46,025			46,025
Enrollment Management/Services		107,530		107,530
Financial Aid Office	977,570	16,191	1.66%	993,761
First & Second Year Retention	30,000	90,686	302.29%	120,686
Graduation/Diplomas	215,400	40,000	18.57%	255,400
Homecoming		20,000		20,000
International Programs	16,335	15,000	91.83%	31,335
Leadershape & Conferences	40,000			40,000
One Main Events	38,000			38,000
Registrar	267,915	(67,438)	-25.17%	200,477
Software Consulting	7,425			7,425
Student Activities	356,235	27,382	7.69%	383,617
Student Affairs	650,606	(89,940)	-13.82%	560,666
Student Assistance Program	220,282	(282)	-0.13%	220,000
Student Awards	3,300			3,300
Student Government	64,995			64,995
Student Health Services	363,837	(89,000)	-24.46%	274,837
Student Newspaper	33,870	(2,000)	-5.90%	31,870
Student Services	357,138	(93,436)	-26.16%	263,702
Title IX	13,000			13,000
Utilities/Other Overhead	127,882	10,215	7.99%	138,097
Veterans Services	123,395	2,679	2.17%	126,074
Welcome Week	20,000	(5,000)	-25.00%	15,000
Total Allocations	\$ 5,026,213	\$ 86,600	1.7%	\$ 5,112,813

University of Houston-Downtown
Note to Table 2: Operations Expenditures by Organization

Use of Funds by Organization	FY2017	-----Change-----		FY2018
	Budget	Dollars	Percent	Budget
President	\$ 1,190,509	\$ 60,613	5.1%	\$ 1,251,122
Advancement & University Relations	2,910,019	422,768	14.5%	3,332,787
Employment Services and Operations	1,497,743	43,576	2.9%	1,541,319
Academic & Student Affairs				
Administration (Provost)	5,086,707	(133,812)	-2.6%	4,952,895
Business Administration	16,854,123	1,272,032	7.5%	18,126,155
Humanities and Social Sciences	13,599,939	(2,454)	0.0%	13,597,485
Public Service	7,192,635	699,603	9.7%	7,892,238
Sciences and Technology	10,321,963	467,302	4.5%	10,789,265
University College	4,088,479	99,667	2.4%	4,188,146
Student Affairs	11,583,975	489,944	4.2%	12,073,919
Subtotal Academic & Student Affairs	68,727,821	2,892,282	4.2%	71,620,103
Scholarships	10,370,339	508,197	4.9%	10,878,536
Library	4,529,895	346,637	7.7%	4,876,532
Continuing Education	1,628,415	(199,447)	-12.2%	1,428,968
Administration				
Administration (VP Administration)	515,520	(18,868)	-3.7%	496,652
Budget, Procurement and Contracts	692,270	159,681	23.1%	851,951
Business Affairs	1,914,418	(164,155)	-8.6%	1,750,263
Information Technology	15,393,820	(282,048)	-1.8%	15,111,772
Physical Plant	5,112,773	466,586	9.1%	5,579,359
Police	2,564,077	287,499	11.2%	2,851,576
Risk Management & Compliance	566,464	(130,353)	-23.0%	436,111
University Business Services	1,208,777	67,636	5.6%	1,276,413
Emergency Management	162,495	1,124	0.7%	163,619
Utility	2,180,001	(1)	0.0%	2,180,000
Subtotal Administration	30,310,615	387,101	1.3%	30,697,716
Staff Benefits	10,987,959	119,709	1.1%	11,107,668
Community Development	397,531	(132,570)	-33.3%	264,961
System Service Charges	1,627,508	40,156	2.5%	1,667,664
Insurance Premium	458,792	(55,843)	-12.2%	402,949
Debt Service	698,372	2,548,875	365.0%	3,247,247
Fund Balance Contingency	2,166,102	429,514	19.8%	2,595,616
Total Uses	\$ 137,501,620	\$ 7,411,568	5.4%	\$ 144,913,188

University of Houston-Downtown
Note to Table 3: Restricted Expenditures by Organization

	FY2017 Budget	-----Change-----		FY2018 Budget
		Dollars	Percent	
Use of Funds by Organization				
President	\$ 6,004	\$ (1)	0.0%	\$ 6,003
Advancement & External Relations		5,000		5,000
Academic & Student Affairs				
Administration (Provost)	304,462	(136)	0.0%	304,326
Business Administration	476,374	7,909	1.7%	484,283
Humanities and Social Sciences	62,666	66,566	106.2%	129,232
Public Service	1,206,789	(480,915)	-39.9%	725,874
Sciences and Technology	634,925	577,982	91.0%	1,212,907
University College	1,551,561	(556,044)	-35.8%	995,517
Subtotal Academic & Student Affairs	4,236,777	(384,638)	-9.1%	3,852,139
Scholarships	36,800,010	(3,333,331)	-9.1%	33,466,679
Fund Balance Contingency	577,862	(71,652)	-12.4%	506,210
Total Uses	\$ 41,620,653	\$ (3,784,622)	-9.1%	\$ 37,836,031

Memo To: All UH-Downtown/PS Holders

UH-Downtown/PS 10.A.04

From: William Flores, President

Issue No. 5

Effective Date: 09/01/10

Subject: Faculty Teaching Workload

Page 1 of 3

1. PURPOSE

This PS defines the restructured faculty workload policy for the University of Houston-Downtown. The teaching course load described recognizes the increased faculty time commitments in the areas of service and scholarship at the university.

2. DEFINITIONS

- 2.1 The term “year,” unless otherwise specified in this PS, means the 9-month academic year.
- 2.2 The term “one-to-one course” refers to a course in which a student receives direct research supervision by a faculty member such as in the case of Directed Studies, Special Projects, and Undergraduate Research Supervision.

3. POLICY/PROCEDURES

3.1 Scope

The policy defined in this PS applies only to full-time tenured or tenure-track faculty members and only to the part of the year included in the 9-month academic year that encompasses two long semesters.

3.2 Principles

This policy is intended to facilitate effective teaching, support professional development, encourage research, maintain academic quality, and provide appropriate response to enrollment growth. Department chairs will regularly monitor each faculty member’s teaching load to ensure its consistency with sound pedagogical practices, and the best interests of the students, the department, the college, and the university.

3.3 Policy

- 3.3.1 The standard course load for a faculty member during the combined long semesters is 21 semester credit hours (9/12 or 12/9) of classroom instruction or the equivalent. It is the responsibility of the department chair, in consultation with the faculty and the dean, to ensure academic programs have appropriate coverage. In addition, faculty are expected to maintain scheduled office hours, perform other course-related activities, be involved in shared governance

activity, provide service to the community within their areas of expertise, and engage in research and other creative activities.

- 3.3.2 The teaching load for department chairs is nine (9) semester hours or equivalent per year.
- 3.3.3 Graduate semester hours shall count as 1.5 undergraduate semester hours in determining teaching load.
- 3.3.4 Course load adjustments to balance “half-course” credits, as for graduate teaching, shall either be banked until a full credit is earned or may be paid out as an overload if the faculty member should request overload pay. To consider departmental needs, the timing of a workload adjustment should be approved by the department chair but credited within two calendar years from the time the full credit is earned.
- 3.3.5 The department chair is responsible for assigning and monitoring the workload of faculty within the department to insure individual compliance to the course load requirement. The department chair will insure that other academic duties are assigned equitably within the department. Course releases below the 12/9 or 9/12 semester credit hours per year require written approval by departmental chair and college dean prior to annual scheduling. The department chair must report all course loads to the college dean, who must report these to the Vice President for Academic Affairs.

3.4 Adjustments and Exceptions to Policy

- 3.4.1 Adjustments and exceptions to this policy provide for other than the standard teaching workload in particular situations. Where adjustments and exceptions result in less than the standard teaching course load, such reduction shall be referred to as “reassigned time.” The following adjustments are current university-wide policy; however, other adjustments and exceptions may exist or be approved according to the bases indicated in the following sections.
- 3.4.2 The cumulative supervision of ten (10) undergraduate students enrolled in one-to-one courses shall count for 3 undergraduate course credits. The cumulative supervision of seven (7) graduate students enrolled in one-to-one courses shall count for 4.5 undergraduate course credits. This formula can be used in determining the faculty member’s course load or may be paid out as an overload if the faculty member prefers. Overload pay may be prorated on a per student basis for one-to-one courses. To be credited, all such one-to-one courses should follow the requirements of the Directed Studies Policy (03.A.17) including requirements for necessary approvals and documentation. Faculty and Department Chair will work together to ensure equitable distribution of one-to-one courses in order to maximize faculty-student contact.

3.4.3 Service as chair of thesis committees is credited with a graduate course release for four thesis committees chaired. Discontinuation of service as thesis committee chair while the thesis is in progress does not contribute to credited workload. Faculty who serve as thesis committee members, do so as part of their regular workload. The Department Chair or designee(s) responsible for thesis distribution will ensure equitable distributions of workload resulting from service on thesis committees.

4. SEE SECTION 3 FOR PROCEDURES

5. EXHIBITS

There are no exhibits associated with this policy.

6. REVIEW PROCESS

Responsible Party (Reviewer): President

Review: Biannually

Signed original on file in Employment Services and Operations.

7. POLICY HISTORY

Issue #3: 3/1/86

Issue #4: 1/1/07

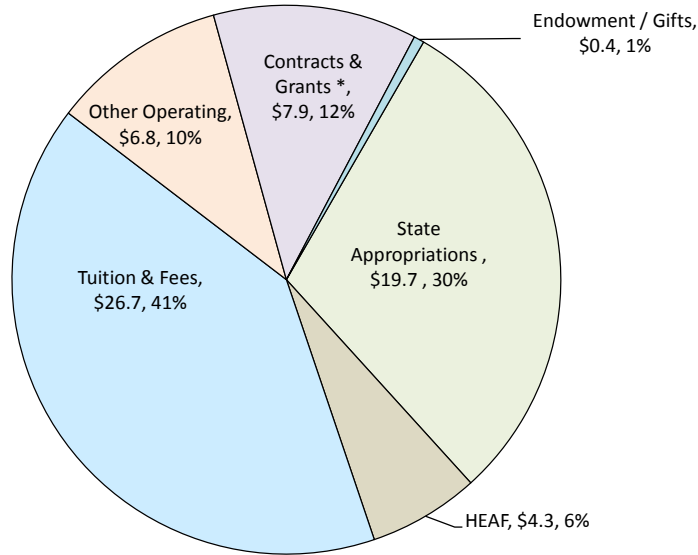
8. REFERENCES

There are no references associated with this policy.

University of Houston-Victoria Budget

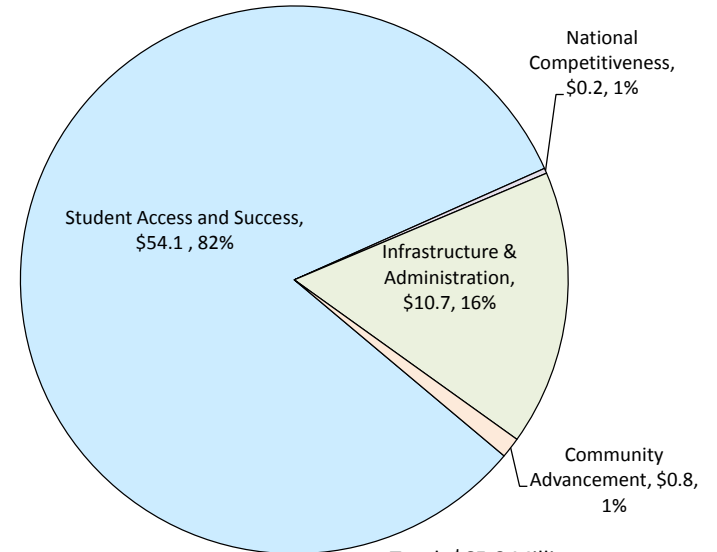
FY2017

Operating Budget Source of Funds



* Includes Federal Financial Aid Total \$65.8 Million

Operating Budget Use of Funds



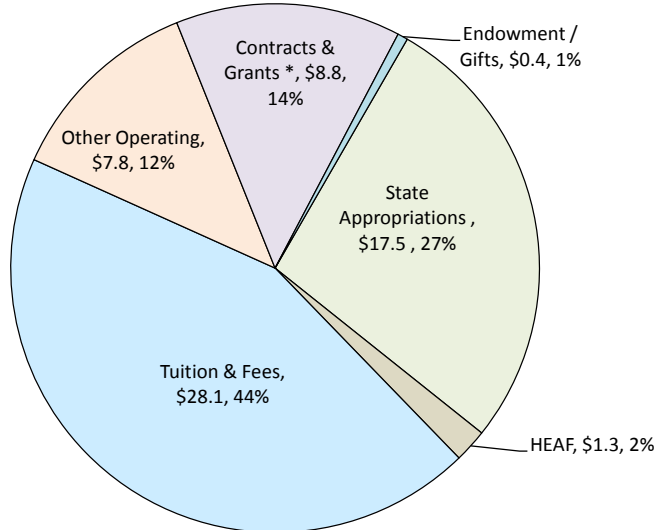
Total \$65.8 Million

Total Budget

	\$ Millions
Operating Budget	\$ 65.8
Capital Facilities	65.5
Total	\$ 131.3

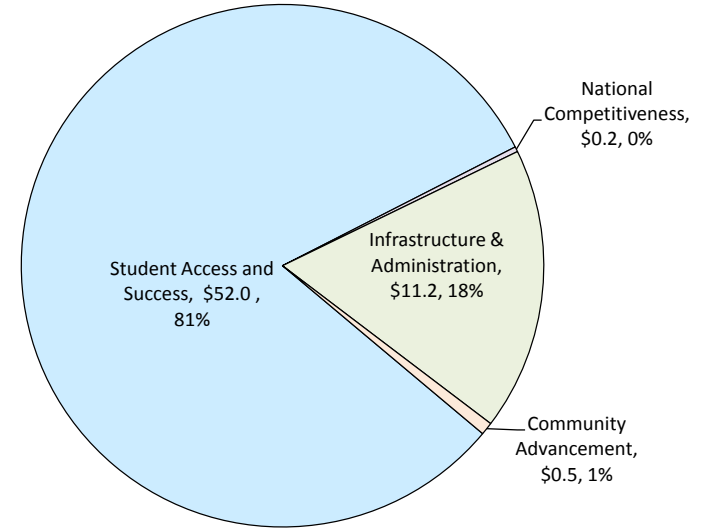
FY2018

Operating Budget Source of Funds



* Includes Federal Financial Aid Total \$63.9 Million

Operating Budget Use of Funds



Total \$63.9 Million

Total Budget

	\$ Millions
Operating Budget	\$ 63.9
Capital Facilities	70.7
Total	\$ 134.6

University of Houston-Victoria Operating Budget
Revenues FY2014- FY2018
\$ in Millions

	A	B	C	D	E
	2014	2015	2016	2017	2018
	Actual	Actual	Actual	Budgeted	Proposed
1 State Appropriations	\$ 19.0	\$ 18.9	\$ 19.7	\$ 19.7	\$ 17.5
2 HEAF	2.4	2.4	2.9	4.3	1.3
3 Tuition & Fees	23.5	24.9	24.5	26.7	28.1
4 Other Operating	4.1	4.3	4.9	6.8	7.8
5 Contracts & Grants *	8.3	9.3	9.3	7.9	8.8
6 Endowment / Gifts	1.4	1.3	1.3	0.4	0.4
7 Total	\$ 58.7	\$ 61.1	\$ 62.6	\$ 65.8	\$ 63.9

* Includes Federal financial aid

University of Houston-Victoria Operating Budget
Expenditures FY2014 - FY2018
\$ in Millions

	A 2014 Actual	B 2015 Actual	C 2016 Actual	D 2017 Budgeted	E 2018 Proposed
1 Student Access and Success	\$ 48.6	\$ 44.1	\$ 51.0	\$ 54.1	\$ 52.0
2 National Competitiveness	0.2	0.4	0.4	0.2	0.2
3 Infrastructure & Administration	7.8	8.1	8.3	10.7	11.2
4 Community Advancement	0.9	0.9	1.0	0.8	0.5
5 Total	<u>\$ 57.5</u>	<u>\$ 53.5</u>	<u>\$ 60.7</u>	<u>\$ 65.8</u>	<u>\$ 63.9</u>

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**University of Houston-Victoria
FY2018 Operating Budget Expenditures by Function**

Expenditure Budget	A	B	D	Subtotal	C	E	F	G	H	I	K	L
	Instruction	Research	Academic Support		Public Service	Student Services	Institutional Support	Physical Plant	Scholarships & Fellowships	Auxiliary Enterprises	FY 2018 Total	FY 2017 Total
1 Cost of Goods Sold	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2 Tenure Track Faculty	8,921,984		244,002	9,165,986							9,165,986	8,963,063
3 Non-Tenure Track Faculty	1,028,535		-	1,028,535							1,028,535	1,343,016
4 Adjunct Faculty	495,867		-	495,867							495,867	845,739
5 Graduate Assistant	14,200		-	14,200		6,000					20,200	49,000
6 Exempt Staff	1,816,062	178,353	2,476,820	4,471,235	199,870	3,282,472	2,338,010	172,256	92,551	149,117	10,705,511	11,008,040
7 Non-Exempt Staff	407,775		739,083	1,146,858	50,749	962,150	449,887	614,232	18,176	297,558	3,539,610	2,993,074
8 Student Employees	9,786		45,030	54,816	4,878	26,721	23,510			2,283	112,208	362,908
9 Summer Instruction Salaries	997,869		-	997,869							997,869	1,223,005
10 Benefits	3,953,112	46,610	1,306,472	5,306,194	136,241	1,134,332	1,076,021	301,456	35,434	148,529	8,138,207	8,481,340
11 Subtotal	17,645,190	224,963	4,811,407	22,681,560	391,738	5,411,675	3,887,428	1,087,944	146,161	597,487	34,203,993	35,269,185
12 Capital	200,000			200,000	-	-	-	1,000,000			1,200,000	1,220,837
13 M&O	1,799,479	22,017	1,761,354	3,582,850	102,229	2,440,628	1,425,746	1,322,137		3,372,805	12,246,395	13,946,672
14 Travel & Business Expense	323,001	1,807	427,669	752,477	12,048	417,229	217,327	178,018		216,667	1,793,766	2,120,632
15 Debt Service								1,575,578			1,575,578	1,585,774
16 Utilities	6,400			6,400				552,000		318,280	876,680	980,560
17 Scholarship & Fellowship				-					12,037,660		12,037,660	10,630,029
18 Subtotal	2,328,880	23,824	2,189,023	4,541,727	114,277	2,857,857	1,643,073	4,627,733	12,037,660	3,907,752	29,730,079	30,484,504
19 Total Expenditure Budget	\$ 19,974,070	\$ 248,787	\$ 7,000,430	\$ 27,223,287	\$ 506,015	\$ 8,269,532	\$ 5,530,501	\$ 5,715,677	\$ 12,183,821	\$ 4,505,239	\$ 63,934,072	\$ 65,753,689

G.4

University of Houston-Victoria

Mission and Goals

UHV Mission

The University of Houston-Victoria (UHV), a dynamic destination institution serving Texas and the world, is dedicated to providing every student educational and leadership opportunities to become a successful professional and an engaged global citizen. Innovative educational activities challenge students to make meaningful connections between their learning and their lives in a complex world. UH-Victoria promotes economic development and advances quality of life through teaching, research, and service excellence. [Approved, University of Houston Board of Regents, February 2017]

UHV Standing Goals

- *Teaching and Learning*
UHV will provide high-quality instruction and learning support in all degree programs, with emphasis on outreach, collaboration, and responsiveness to the needs of the communities it serves.
- *Research, Scholarly Activities and External Grant Funding*
UHV will contribute through research and scholarly activities to the advancement of knowledge in academic and professional fields, in teaching and learning, and in professional communities—commensurate with UHV’s mission. This goal includes an increase in the number and amount of externally funded grants.
- *Community Engagement and Partnerships*
UHV will help to serve the regional needs for access to information resources and professional expertise. The university will collaborate with other educational, entrepreneurial, governmental, and non-profit entities in promoting the educational, economic, and cultural development of the region.
- *Enrollment Management and Student Services*
UHV will optimally shape the size and characteristics of the student body to ensure diversity and reflect the needs of the leaders of tomorrow, with an emphasis on student access and success, as well as student participation through athletics, student organizations and academic success initiatives.
- *Financial and Administrative Support Services*
UHV will demonstrate efficient and accountable stewardship of fiscal, human, and physical resources in its efforts to meet educational needs, to comply with oversight authorities, and to maintain public trust.
- *University Advancement and Development*
UHV will complement public support of the institution with private support; provide accurate and timely information to institutional constituencies; expand the donor base; enhance positive visibility within the region; and, build a strong alumni community.
- *Planning, Assessment, and Accountability*
UHV will maintain systematic processes for planning and budgeting, for institutional and employee assessment, and for professional development. UHV will strive for greater accountability and transparency to stakeholders.
- *Growth and Program Expansion*
UHV will continue to expand its reach and services as a destination campus.

University Priorities

OVERVIEW

As the University enters its eighth year of downward expansion, the institution faces a budget shortage which will place stress on many existing plans, leading to cost-saving measures and judicious reallocation of funds. Among other measures are the following:

Freezing all budgets at the FY2017 level.

Deleting unfilled positions.

Freezing unfilled positions. Any exception to this will require justification and documentation for consideration and possible approval by the Executive Committee.

Consolidating all unspent FY2017 funds instead of carrying those funds forward.

Minimum of 10% reduction in all M&O accounts (non-salaried).

Reduce travel expenses.

Increase student enrollment and thus tuition and fee income. The reporting line for enrollment management now reports to the Provost. Additional reorganization has occurred to separate recruiting in Katy and Victoria.

UHV remains committed to recruiting from the coastal bend region, as well as other areas of Texas, including those in and around San Antonio, Austin, Houston, and the Valley. UHV has reallocated funds to establish a University College for all first time in college students incorporating the residential learning communities began in fall 2014 through its “Living and Learning” project. It is anticipated that the University College will continue to improve the first to second year retention rates.

The University, with help from UH, was able to consolidate its programs in West Houston into a leased facility in Katy. The staffing patterns in the Katy facility are being reorganized to result in an increased focus on new student recruitment. The University will continue to increase the number of face-to-face offerings in new and established programs in both Katy and Victoria at no increase in cost. The Office of International Programs will continue to address the needs of international students, a portion of whom are student athletes, while increasing recruiting efforts in the west Houston area. In all, the University will continue to provide access to quality graduate and undergraduate programs at affordable rates by allocating more efficiently the necessary resources for academic and student life support to enhance learning, increase student engagement, and drive higher retention rates.

The design phase for the construction of a STEM (Science, Technology, Engineering, Math) building on the Victoria campus to enhance science and technology offerings, particularly for students in pre-med, pre-dental, pre-pharmacy, and the pre-engineering fields, is underway. UHV continues to receive computer science grants from the Department of Defense and NASA and plans to move one of its two motion capture labs from the Victoria Downtown facility to the Katy campus. To the extent possible given budget constraints UHV will add to its degree inventory by converting some current concentrations into stand-alone degree offerings and adding a new Master’s of Accountancy and new concentrations in Curriculum and Instruction (English as a Second Language and Teaching English to Students of Other Languages) and Kinesiology (Exercise Sports Science, Pre-Allied Health, and Sports Management).

Work is underway on the construction of a Learning Commons (LC) and Student Center. The Learning Commons will have academic support services and library services folded into its function. The LC will additionally be integrated with the new Student Center that will house student groups, student life, and dining and other services. This new concept

intends that students easily traffic between the areas, interacting more readily with each other, academic support staff, librarians, and faculty.

UHV has adopted a new mission statement and Long-Range Strategic Plan. All academic and administrative units are in the process of aligning their strategic priorities with the new mission statement and Long-Range Strategic Plan.

The major UHV target objectives for FY 2018 include

1. Student Success

- Put into effect the University College model to increase student success and retention
- Hire essential faculty in Nursing, Kinesiology, and Supply Chain Management and a staff accountant in Financial Aid
- Increase the number of academic offerings and face-to-face classes
- Continued development of UHV programs now located in Katy
- Continued expansion of residential campus in Victoria

2. National Competitiveness

- Maintenance of national program accreditations and SACS reaffirmation projects
- Add accreditation in nursing (CCNE) and Computer Science and Computer Information Systems (ABET)
- Equitable and competitive salaries for faculty
- Professional development for faculty and staff

3. University Infrastructure and Administration

- Technology resources reorganization and enhancement
- Operational support
- Equitable and competitive salaries for staff
- Planning and development of new facilities for the Victoria campus
- Participate in the planning for a new UH System facility in Katy

4. Community Advancement

- Civic engagement
- Small Business Development Center (SBDC)
- Center for Economic Development and Entrepreneurship
- Athletics

University Reallocations

UHV uses one-time funding of budgetary items which are then reallocated the following fiscal year to fund university priorities as needed. UHV will also make budget reductions, use energy efficiencies, outsource custodial, and reduce faculty and staff positions in order to reallocate additional operational resources. For FY18 UHV reallocations are categorized below:

PRIORITY 1: STUDENT SUCCESS

CONTEXT

UHV will continue to improve recruitment activities, academic advising, on-campus student employment, and student development activities. UHV has adopted a systematic academic schedule that has classes on Monday, Wednesday, Friday, and Tuesday, Thursday. Since previously there were few classes on Fridays, this has in effect increased the number of classrooms available by 20% at no cost. The addition of a systematic schedule has facilitated developing class schedules for individual students and reduced scheduling conflicts.

The budget shortfall will preclude adding new degrees that require new faculty members. Instead, degrees that build upon existing degrees will be adopted such as a Master's of Accountancy degree that will piggyback with the existing BBA in accounting. Other existing degrees will add concentrations which are pathways through existing degree plans to take a body of existing courses which will focus on a particular area of specializations. Examples to be developed in FY2018 include the existing program in Curriculum and Instruction adding concentrations in English as a Second Language and Teaching English to Students of Other Languages. An additional example is the existing Kinesiology program adding concentrations in Exercise Sports Science, Pre-Allied Health, and Sports Management.

To assist retention efforts, UHV is adding a University College in the fall of 2017 that will focus on the needs of first-time-in-college freshmen. The University College will include advising, success coaching, Living and Learning, tutoring, and peer mentoring. UHV will continue to support academic infrastructure, for both online and face-to-face students. Moreover, UHV will renew its efforts to recruit additional transfers from community colleges and graduate students in new degrees and degree concentrations. A new recruiting plan for the Katy facility will focus on transfers from community colleges. At the same time, UHV is placing stronger emphasis on converting admitted students into enrolled students.

UHV is also planning a broad array of facilities construction that meets the needs of the Victoria campus. Construction is underway for a new Student Center and Learning Commons, along with planning for new residential facilities. Included in the project will be a redesigned, pedestrian friendly street between the existing campus and the new facilities. Another project underway is the development of a new STEM building on the existing campus. The addition of these facilities will result in a changed image for UHV that will attract additional students. One creative project is the transformation of a vacant mall located in proximity to the UHV campus into a university facility. This new facility will provide needed parking for the land-locked main campus and add additional space for kinesiology and storage for Dalkey Press, the expansion of the SBDC and the Center for Regional Economic Development and Entrepreneurship, and will house many administrative offices that have limited face-to-face interaction with students or faculty. The first floor of the West Building will be converted in a one-stop center for student services in the subsequent vacated space.

The International Programs Office has made a number of positive changes in policy and practice that have had a positive effect in bringing additional international students into the Victoria region. They have also developed a number of out-of-class activities to help international students become a part of the UHV community, including a successful International Student Festival that has brought the campus and the community closer together. Depending on its enrollment growth and State support, UHV is not wavering from its goal of six thousand students on the Victoria campus by 2025.

FY 2018 BUDGET INITIATIVES

University College (-\$33,172 New Resources) (\$0 HEAF)

All first year students will participate in the University College. The University College will bring a number of vital resources together to assist new students in making the transition from high school. These will include *New Student Orientation, Academic Advising, and Learning Support* (to include *Learning Communities, Freshman Year Seminars, Developmental Courses, Career Services, and Summer Bridge Programs*). New Student Orientations have begun for the first time during the summer of 2017. UHV has applied for a Title III grant that includes a Summer Bridge Program and a Supplemental Instruction Program as components. As the University College matures additional components will be added including Veterans Services, Transition Services, and Parent Programming and Services.

Faculty and Staff in Critical Areas (\$792,024 New Resources) (\$0 HEAF)

New faculty member will be hired in critical and fast-growing areas such as Nursing, supply chain management, and kinesiology areas. The UHV nursing program is scheduled for an accreditation visit in September; thus, the additional faculty is critical for the success of the new program. This fall, a new sports management degree will be offered through the School of Education, Health Professions and Human Development. Additionally, an accountant has been added to the Financial Aid area in order to provide additional oversight of scholarships and student financial aid.

Increase Academic Offerings (-\$28,504 New Resources) (\$0 HEAF)

Making UHV a destination campus continues to be a high priority for UHV. A major component of this priority is increasing the number of academic offerings and face-to-face classes, especially on the Victoria campus. UHV was a national leader in delivering courses via distance learning and is still considered to be one of the top distance learning institutions in the nation, but to achieve the establish goal for the Victoria campus will require an increase of traditional-format classes. The number of face-to-face classes in both Katy and Victoria has increased but there are isolated programs with very few face-to-face classes. To help support these offerings, the Library continues to provide electronic library services to students and instructional support services to faculty.

UHV Katy (\$337,666 New Resources) (\$0 HEAF)

With the assistance of UH, UHV has opened a leased facility in Katy. Currently most Business Administration programs and faculty are located in this facility, with smaller numbers in Education and Liberal Arts. A Katy Task Force has completed a business plan that will increase emphasis on recruitment and retention of students. The facility has 20 classrooms (including 7 ITV classrooms and 3 computer class labs), 88 offices, a multi-purpose room and a virtual library. UHV is participating in the development of plans for a new UH system campus in Katy. Additional expenses are to cover an increase in the lease (per contract) and a decrease of \$94,368 in the support from UH (per agreement) as shown in Appendix A as a Transfer Among Components.

Continued Expansion of Residential Campus in Victoria (\$1,448,047 New Resources) (\$914,553 HEAF)

Besides expanding academic programs, enrollment growth requires a strong commitment to student recruitment and retention. UHV will continue to expand its residential campus through continuation of initiatives.

- Reallocate \$450,000 in one-time funding to base funding for the continuation of UHV Guarantee residence hall scholarships
- Collaboration with community colleges to ensure credit transferability
- Payment of debt service interest and principle for STEM and Student Center
- Extension of student recruitment to more high schools
- Expansion of recruiting efforts in the area of transfer students
- Increase awareness and further recruiting efforts of UHV’s international programs
- Mentorship of prospective students though well-established programs
- Marketing of UHV as a destination university

PRIORITY 1. BUDGET TABLE

<u>Initiative</u>	<u>New Resources</u>	<u>HEAF</u>	<u>Total</u>
University College	(\$33,172)	\$0	\$(33,172)
Faculty and staff in critical areas	792,024	0	792,024
Academic program offerings	(28,504)	0	(28,504)
UHV Katy	337,666	0	337,666
Expansion of a residential campus	1,448,047	914,553	2,362,600
<hr/>			
Totals	\$2,516,061	\$914,553	\$3,430,614

PRIORITY 2: NATIONAL COMPETITIVENESS

CONTEXT

To be more competitive, both nationally and regionally, UHV plans to use effective recruiting and strong articulation partnerships with community colleges to increase the number of residential and off-campus students who choose UHV, through both face-to-face and online course delivery, as their college of choice. UHV continues to rank highly in evaluations of online courses. During 2017 UHV had 26 programs ranked highly, from second to twenty-eighth nationally, by a variety of online sources. The UHV baseball won the Champions of Character award from the National Association of Intercollegiate Athletics this spring.

During FY2018, UHV will be approximately two years from its fifth year report for SACSCOC. During this cycle, UHV will finalize its plan for fifth-year reporting. Data for the ten-page QEP implementation report on Living and Learning are being gathered for analysis, as well as the appropriate information for core requirements, comprehensive standards, and federal reporting. The onsite visit for accreditation of the new nursing program (RN-to-BSN) through CCNE is scheduled for September. Funds are allocated to pursue ABET accreditation for the Computer Science and Computer Information System programs, which will help in obtaining approval from the THECB for a new degree in Computer Engineering. The CACREP and AACSB reaccreditation self-studies have been completed.

Research and Sponsored Programs Office has been successful in assisting faculty and staff in receiving sponsored research grants during the past year. An additional grants coordinator was hired and is assisting in reducing the overall workload. In FY18, the Federal Pell Grants limited to students with financial need, who have not earned their first bachelor's degree, increased by \$3,421,678. The number of awarded research grants increased 50% resulting in an 80% increase of expenditures. The number of applications submitted remains unchanged; however, the monetary amount of applications submitted decreased 13% which is a reflection of additional faculty pursuing external research projects at a lesser amount trying to secure pilot projects.

FY 2018 BUDGET INITIATIVES

Equitable and Competitive Salaries for Faculty (\$43,692 New Resources) (\$0 HEAF)

Faculty promotion salary adjustments for full-time tenure-track faculty will continue to be 4% for assistant professors promoted to associate professors and 6% for associate professors promoted to professors. This spring a record number of assistant professors at UHV were promoted to associate professors. For determining both salary structures and equity adjustments, an analysis of CUPA averages is used in order to maintain a national competitiveness with similar institutions. Traditionally, UHV has used 90% of the CUPA average as a benchmark. Equity adjustments will be considered for faculty members who have an extreme equity pay issue compared to the market.

PRIORITY 2. BUDGET TABLE

<u>Initiative</u>	<u>New Resources</u>	<u>HEAF</u>	<u>TOTAL</u>
Equitable & competitive salaries for faculty	\$43,692	\$0	\$43,692
Totals	\$43,692	\$0	\$43,692

PRIORITY 3: UNIVERSITY INFRASTRUCTURE AND ADMINISTRATION

CONTEXT

UHV has an environment conducive to learning, teaching, research and service. Investments for this priority will focus on expanding technology, equitable staff salaries, and operating facilities upgrades to improve efficiency, outsourcing, planning new facilities in both Victoria and Katy, and developing other quality improvements.

FY 2018 BUDGET INITIATIVES

Technology (\$9,159 New Resources) (\$950,450 HEAF)

UHV promotes using technology as a cost-effective method for providing university services, including improved electronic access bandwidth to support online course delivery and online registration. UHV has obligated HEAF funds to support upgrading computers, servers and other equipment; expanding Wi-Fi coverage and capacity; and maintaining a robust campus network infrastructure and service. A review of Information Technology's performance, equipment, and staffing was completed in FY2017. UHV is undergoing a reorganization of IT based on recommendations developed by UH System IT Operations and a joint UHV Faculty/Staff committee. One recommendation of the study was for more shared services with UHS to improve the efficiency and effectiveness of UHV's IT operation.

Operational Support (\$143,661 New Resources) (\$864,858 HEAF)

In FY2017, UHV began major campus expansion of facilities. Coupled with campus growth is the need to maintain buildings, provide administrative support, and operational support. A new staff position was approved for an accountant in Financial Aid to ensure expenditure compliance. HEAF funds will be used for plant support, technology, and telecommunications upgrades. In addition, \$864,858 has been reserved for any unforeseen campus needs.

Equitable and Competitive Salaries for Staff (\$201,187 New Resources) (\$0 HEAF)

A reclassification pool is utilized for those who have job duties that have significantly changed over time. Increases require the employee to have meritorious performance evaluations. As health insurance continue to rise so do the cost of employee benefits. State funding for benefits have been decreased by \$462,973. Currently funded benefits in local funds should be able to cover the shortage from the state.

Quality Improvements (\$20,617 New Resources) (\$0 HEAF)

UHV will continue to support professional development for employees and to take additional measures to ensure the university's infrastructure is able to support quality programs and services to students. For FY2018, funding reallocations were identified from school/departmental funding reductions, one-time reallocations, and efficiency measures. UHV continues to seek new cost-savings measures and efficiencies.

Facilities (\$0 New Resources) (\$1,546,000 HEAF)

In the previous biennium, Texas Legislature approved \$60 million in Construction Revenue Bonds for construction various buildings at the UH-Victoria campus. See Table 4 for details regarding the Construction Revenue Bonds. Beginning FY2017, UHV began an aggressive building mode in Victoria tied to downward expansion. Additional staff resources will be needed for the maintenance and upkeep of new facilities to include maintenance technicians beginning in FY2019. UHV is participating in the planning for a new UH/UHV facility in Katy. Additional HEAF funds of \$1,495,000 for construction and \$786,875 for debt service has been allocated for the new STEM construction project.

Outsourcing of custodial services in FY2018 will save \$75,000 and provide better service to UHV. An energy savings performance plan will be implemented in FY2018. The cost saving of energy will be reallocated to support operational costs. High efficiency technology will be installed throughout the campus in Victoria. Potential savings of \$5 million will be realized over the life of the program. The program will be fully implemented by June 2018. The facilities efficiency savings allows for more operational resources to be reallocated to critical areas.

PRIORITY 3. BUDGET TABLE

<u>Initiative</u>	<u>New Resources</u>	<u>HEAF</u>	<u>TOTAL</u>
Technology	\$9,159	\$950,450	\$959,609
Operational support	143,661	864,858	1,008,519
Equitable and competitive salaries for staff	201,187	0	201,187
Quality improvements	20,617	0	20,617
Facilities	0	1,546,000	1,546,000
<hr/>			
Totals	\$374,624	\$3,361,308	\$3,735,932

PRIORITY 4: COMMUNITY ADVANCEMENT

CONTEXT

Many of the academic programs offered by UHV meet regional needs and interest. As planning for new programs takes place departments insure there is a workforce demand for the program in the region and state. There is strong interest and need for programs in health professions in the region. Each school has developed programs to meet this need and interest. For example, the School of Arts and Sciences offers Master of Science degrees in Bioinformatics and Biomedical Science with concentrations in genetics, biotechnology, and pre-health professional. The School of Education, Health Sciences, and Human Development offers a Bachelor of Science in Nursing degree aimed at Registered Nurses with an Associate Degree in Nursing. The School of Business Administration offers a concentration in Healthcare Administration.

Several initiatives illustrating UHV's commitment to community outreach are the Victoria Business and Education Coalition (VBEC) program called Sure Bet, which supports tutoring by faculty, staff, and students, the partnerships between the School of Education, Health Professionals and Human Development with Stroman Middle School, and the required service activities of UHV athletes. In the first case, volunteers are embedded in classrooms in order to tutor at-risk students in danger of failing courses. In the second example, UHV and Stroman Middle School formalized an Adopt-A-School partnership. The Adopt-a-School program allows student and faculty members to volunteer time, and through this agreement, volunteers from UHV have come to the aid of many additional students at Stroman Middle School. Further, as part of UHV's commitment to the NAIA's Champions of Character Initiative, UHV student-athletes are engaged in the local community particularly in efforts that have a positive influence on young people. It is mandated that each team take part in at least one servant leadership activity per year. Finally, Student Life opened an Office of Civic Engagement, in which students make connections with our campus partners through volunteerism. Many of these activities will also be connected to the Living and Learning goals of the Quality Enhancement Plan and are exemplified by the Alternative Spring Break Trip in New Orleans, a week-long community service emersion experience where students worked with Break a Difference to eradicate hunger and poverty, expand after-school programming, rebuild homes damaged by disasters, help make communities eco-friendlier, and assist active and retired military families.

FY 2016 began a new chapter in UHV athletics with the move to the Red River Athletic Conference as teams began competing in the RRAC, the first true conference home after 8 years competing as an NAIA independent. UHV Athletics provides educational opportunities to approximately 140 student athletes. UHV is considering adding new athletics programs such as volleyball and basketball in the near future.

The new Regional Center for Economic Development and Entrepreneurship coincides with a larger goal by the University of working with the 11 counties surrounding Victoria to foster economic development. Two entities, Small Business Development Center (SBDC) and the new Regional Center for Economic Development and Entrepreneurship (RCEDE), will make up the undertaking. The RCEDE emphasizes regional partnerships and collaboration within the 11 county UHV SBDC market. Using the SBDC as its foundation, the RCEDE will increase community awareness and UHV's involvement in regional economic development and community development. To do so requires the increase in FTE of staff positions and additional operating funds to support the RCEDE. As the RCEDE's efforts increase, it will be an even more positive, visible, extension of UHV and the UHV SBDC. The RCEDE through its operations will continue to grow the support and assistance through access to research, targeted workshops, and SBDC services. UHV's (through the RCEDE) involvement in regional economic development helps better prepare the region for economic stability during cyclical downturns, adds focused training and education, and enhanced regional economic development. The RCEDE is a regional facilitator and connector for these 11 counties, assist with strategic planning at the regional level, encourage and assist with regional tourism opportunities, and increase the quality of life in the region. A federal matching grant for \$1 million was awarded to UHV by the Economic Development Administration to support remodeling of space for the RCEDE and SBDC.

FY 2018 BUDGET INITIATIVES

Small Business Development Center (SBDC) (-\$83,378 New Resources) (\$0 HEAF)

Next year, due to the State's shortfall in revenue, SBDC's throughout the State of Texas are taking a reduction in state funding for the FY's 18 & 19. The loss in state funding will be made up from retirements and realignments of positions and responsibilities. As unfortunate as this is, it also gives the SBDC an opportunity to refocus and realign the regional

effort with the RCEDE. The RCEDE does not receive state funding, so there will be no fund reduction. The new focus and alignment will result in a more direct and committed operation.

PRIORITY 4. BUDGET TABLE

<u>Initiative</u>	<u>New Resources</u>	<u>HEAF</u>	<u>TOTAL</u>
Small Business Development Center	(\$83,378)	\$0	(\$83,378)
<hr/>			
Totals	(\$83,378)	\$0	(\$83,378)

University of Houston-Victoria
Appendix A - Allocation of New FY 2018 Resources

Revenue Changes		A
Appropriations Bill		
<u>General Revenue</u>		
1	Formula Funding	\$ (951,859)
2	State Reductions to Institutional Operations	(1,775,006)
3	Hold Harmless Funding (1)	1,084,371
4	Subtotal General Revenue	<u>(1,642,494)</u>
<u>Special Items</u>		
5	Reduction to Other Special Items	(371,986)
6	Subtotal Special Items	<u>(371,986)</u>
7	Subtotal Appropriations	<u>(2,014,480)</u>
Tuition and Fees		
8	Consolidated Tuition and Fees	747,903
9	Student Service Fee	150,947
10	University Center Fees	556,033
11	Subtotal Tuition and Fees	<u>1,454,883</u>
Other		
12	Transfer Among Components	(94,368)
13	Fund Balance	1,104,441
14	Subtotal Other	<u>1,010,073</u>
15	Total Net Revenue	<u>\$ 450,476</u>

Reallocations/Reductions		B
1	Reduction in positions	\$ (1,324,253)
2	One-time funded in FY17	(669,362)
3	Adjunct pool	(285,908)
4	Facilities efficiency savings	(121,000)
5	Subtotal - Reallocations/Reductions	<u>\$ (2,400,523)</u>

Priority/Initiative Allocations		C
Priority 1. Student Success		
6	University College	\$ (33,172)
7	Faculty and Staff in Critical Areas	792,024
8	Increase Academic Offerings	(28,504)
9	UHV Katy	337,666
10	Continued Expansion of Residential Campus in Victoria	1,448,047
11	Subtotal - Student Success	<u>2,516,061</u>
Priority 2. National Competitiveness		
12	Equitable and Competitive Salaries for Faculty	43,692
13	Subtotal - National Competitiveness	<u>43,692</u>
Priority 3. University Infrastructure & Administration		
14	Technology	9,159
15	Operational Support	143,661
16	Equitable and Competitive Salaries for Staff	201,187
17	Quality Improvements	20,617
18	Subtotal - University Infrastructure & Administration	<u>374,624</u>
Priority 4. Community Advancement		
19	Small Business Development Center	(83,378)
20	Subtotal - Community Advancement	<u>(83,378)</u>
21	Total Priority/Initiative Allocations	<u>\$ 2,850,999</u>

22 Total Net Reallocations and New Allocations **\$ 450,476**

1) One-Time Funding

University of Houston-Victoria
Appendix B - Allocation of FY 2018 HEAF

<u>FY18 Allocation</u>		<u>Priority/Initiative</u>	<u>Allocation</u>
HEAF Annual Allocation	\$ 4,275,861	Priority 1. Student Access and Success	
		Continued Expansion of Residential Campus in Victoria	\$ 914,553
Total Available	\$ 4,275,861	Subtotal	<u>914,553</u>
		Priority 3. University Infrastructure & Administration	
		Technology	950,450
		Operational Support	864,858
		Facilities	1,546,000
		Subtotal	<u>3,361,308</u>
		Total New Investments	\$ <u>4,275,861</u>

University of Houston-Victoria
Appendix C - Projected Expenditure of Scholarships and Grants

	<u>FY2017</u>	<u>FY2018</u>
Funds from Endowed Scholarships	\$ 266,543	\$ 267,809
State Scholarships		
Texas Grant Program Scholarship	1,328,333	1,921,741
Accounting Scholarship	13,810	2,772
License Plate Scholarship	899	899
Texas Public Education Grant (TPEG)	698,039	721,424
Designated Tuition Financial Aid Set-Asides		
Undergraduate Scholarships	985,046	1,117,478
Graduate Scholarships	471,111	528,994
Institutional Scholarships	80,000	80,000
MBA Scholarships	40,000	40,000
Staff Scholarships	80,000	80,000
Athletic Scholarships	252,360	252,360
Jaguar Pledge Scholarships	450,000	405,000
Presidential Scholarships	66,000	66,000
Spirit of the Jaguar Scholarships	5,000	5,000
KEY Scholarship	4,000	4,000
Employee Tuition Exchange Program with Victoria College	22,500	22,500
UHV Transfer Scholarship	25,000	25,000
Education Cohort Scholarships	40,000	20,000
Texas College Work Study	24,419	24,419
Federal College Work Study	166,979	154,901
Federal Pell Grants	5,458,087	6,088,092
Federal Supplemental Education Opportunity Grants (SEOG)	98,385	100,267
Top 10% Scholarship	18,000	2,000
Teach Grant	13,380	20,504
International Programs Scholarships		86,500
Total	<u><u>\$ 10,607,891</u></u>	<u><u>\$ 12,037,660</u></u>

University of Houston-Victoria

Table 1 - Sources & Uses

(\$ in Millions)

	A	B	C	D	E	F	G
	<u>Historical</u>	-----Change-----		<u>Current</u>	-----Change-----		<u>New</u>
	FY2016 Budget	Dollars	Percent	FY2017 Budget	Dollars	Percent	FY2018 Budget
<u>Operating & Restricted Budget</u>							
Source of Funds							
1 State Appropriations	\$ 19.3	\$ 0.4	2.1%	\$ 19.7	\$ (2.1)	-10.8%	\$ 17.5
2 HEAF	2.1	0.1	6.2%	2.3	(1.0)	-43.9%	1.3
3 Tuition & Fees	25.5	1.1	4.4%	26.6	0.9	3.4%	27.5
4 Other Operating	6.1	2.7	44.1%	8.8	(0.4)	-4.8%	8.4
5 Contracts & Grants	7.9	0.0	0.3%	7.9	0.8	10.6%	8.8
6 Endowment Income/Gifts	0.4	0.0	3.4%	0.4	(0.0)	0.0%	0.4
7 Total Sources	\$ 61.4	\$ 4.4	7.2%	\$ 65.8	\$ (1.8)	-2.8%	\$ 63.9
Use of Funds by Object							
8 Salaries and Wages - Faculty	\$ 12.2	\$ (0.1)	-0.8%	\$ 12.1	\$ (0.8)	-6.2%	\$ 11.4
9 Salaries and Wages - Staff	13.9	1.1	7.7%	14.9	(0.0)	-0.2%	14.9
10 Benefits	7.3	1.3	17.5%	8.6	(0.4)	-5.2%	8.1
11 M&O	12.6	3.1	24.7%	15.7	(1.9)	-12.0%	13.8
12 Capital	2.4	(1.2)	-49.0%	1.2	(0.0)	-1.7%	1.2
13 Scholarships	10.4	0.2	2.1%	10.6	1.4	13.5%	12.0
14 Debt Service	1.6	(0.0)	-0.4%	1.6	(0.0)	-0.6%	1.6
15 Utilities	1.0	-	0.0%	1.0	(0.1)	-10.6%	0.9
17 Total Uses	\$ 61.4	\$ 4.4	7.2%	\$ 65.8	\$ (1.8)	-2.8%	\$ 63.9

Capital Facilities Budget

Source of Funds							
18 HEAF	\$ 0.3	\$ 1.8	700.0%	\$ 2.0	\$ 1.0	50.0%	\$ 3.0
19 Bonds	18.8	44.7	238.6%	63.5	4.2	6.6%	67.7
23 Total Sources	\$ 19.0	\$ 46.5	244.7%	\$ 65.5	\$ 5.2	7.9%	\$ 70.7
Use of Funds by Object							
24 Construction	\$ 13.3	\$ 44.0	331.7%	\$ 57.2	\$ 4.8	8.5%	\$ 62.1
25 Major Rehabilitation	1.8	4.0	225.7%	5.7	1.9	33.3%	7.6
26 Acquisitions	4.0	(1.4)	-35.0%	2.6	(1.6)	-61.5%	1.0
27 Total Uses	\$ 19.0	\$ 46.5	244.7%	\$ 65.5	\$ 5.2	8.0%	\$ 70.7

Total Operating, Restricted and Capital Budget

28	\$ 80.4	\$ 50.9	63.3%	\$ 131.3	\$ 3.3	2.5%	\$ 134.6
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University of Houston-Victoria

Table 2 - Operations

	FY2017 Budget	-----Change-----		FY2018 Budget
		Dollars	Percent	
Source of Funds				
General Funds				
State General Revenue Appropriations				
Formula Funding	\$ 14,606,291	\$ (1,179,521)	-8.1%	\$ 13,426,770
Special Items	776,133	(371,986)	-47.9%	404,147
State Benefits Appropriation	4,271,851	(579,143)	-13.6%	3,692,708
Dedicated Appropriations-TX Grant/College Work Study	24,419	(1,581)	-6.5%	22,838
Subtotal State General Revenue Appropriations	19,678,694	(2,132,231)	-10.8%	17,546,463
Tuition and Fees				
Statutory & Graduate Premium	6,685,910	(558,969)	-8.4%	6,126,941
Lab/other Student Fees	6,000	(2,000)	-33.3%	4,000
Subtotal Tuition and Fees	6,691,910	(560,969)	-8.4%	6,130,941
HEAF	4,275,861			4,275,861
Aux Admin Chg/Opt Clinic/Institutes/Cont. Ed/Other	150,000	161,542	107.7%	311,542
Income on State Treasury Deposits	20,742	(13,467)	-64.9%	7,275
Fund Balance	-	204,637		204,637
Subtotal General Funds	30,817,207	(2,340,488)	-7.6%	28,476,719
Designated				
Tuition and Fees				
Designated Tuition - General	13,218,743	1,294,116	9.8%	14,512,859
Library Fee	672,069	29,997	4.5%	702,066
Technology Fee	2,520,047	112,699	4.5%	2,632,746
Major/Department/Class Fees	812,874	(127,940)	-15.7%	684,934
Subtotal Tuition and Fees	17,223,733	1,308,872	7.6%	18,532,605
Indirect Cost	19,834			19,834
Investment Income on Non-Endowed Funds	9,415	41,224	437.9%	50,639
Endowment Income	68,669	23,609	34.4%	92,278
Contracts / Grants / Gifts	1,500,989	(68,401)	-4.6%	1,432,588
Self Supporting Organizations/Others	889,313	(108,579)	-12.2%	780,734
Fund Balance	1,826,063	(994,352)	-54.5%	831,711
Subtotal Designated Funds	21,538,016	202,373	0.9%	21,740,389
Auxiliary Enterprises				
Student Fees				
Student Service Fee	2,653,077	150,947	5.7%	2,804,024
Other Student Fees	80,000			80,000
Subtotal Student Fees	2,733,077	150,947	5.5%	2,884,024
Sales & Service - Student Housing/M meal Plans	4,237,910	(1,213,745)	-28.6%	3,024,165
Sales & Service - Athletics/Hotel/UC/Other	11,500	544,533	4735.1%	556,033
Fund Balance	35,408	345,434	975.6%	380,842
Subtotal Auxiliary Funds	7,017,895	(172,831)	-2.5%	6,845,064
Total Current Operating Funds	59,373,118	(2,310,946)	-3.9%	57,062,172
Interfund Transfer	(1,915,598)	(383,844)	20.0%	(2,299,442)
Total Sources	\$ 57,457,520	\$ (2,694,790)	-4.7%	\$ 54,762,730
Use of Funds by Object				
Salaries and Wages	\$ 26,817,845	\$ (642,786)	-2.4%	\$ 26,175,059
Benefits	8,481,340	(378,567)	-4.5%	8,102,773
M&O	15,127,689	(1,774,623)	-11.7%	13,353,066
Capital	1,220,837	(20,837)	-1.7%	1,200,000
Scholarships	3,243,475	236,099	7.3%	3,479,574
Debt Service	1,585,774	(10,196)	-0.6%	1,575,578
Utilities	980,560	(103,880)	-10.6%	876,680
Total Uses	\$ 57,457,520	\$ (2,694,790)	-4.7%	\$ 54,762,730

University of Houston-Victoria

Table 3 - Restricted

Source of Funds	FY2017 Budget	-----Change-----		FY2018 Budget
		Dollars	Percent	
Restricted				
Contracts and Grants				
Research	\$ 834,439	\$ (352,255)	-42.2%	\$ 482,184
Financial Aid	7,096,974	1,193,303	16.8%	8,290,277
Endowment Income	267,150	659	0.2%	267,809
Other Restricted	131,764	(692)	-0.5%	131,072
Total Current Operating Funds	8,330,327	841,015	10.1%	9,171,342
Total Sources	\$ 8,330,327	\$ 841,015	10.1%	\$ 9,171,342
Use of Funds by Object				
Salaries and Wages	\$ 246,828	\$ (136,101)	-55.1%	\$ 110,727
Benefits	101,859	(66,425)	-65.2%	35,434
M&O	617,516	(150,421)	-24.4%	467,095
Scholarships	7,364,124	1,193,962	16.2%	8,558,086
Total Uses	\$ 8,330,327	\$ 841,015	10.1%	\$ 9,171,342

University of Houston-Victoria

Table 4 - Capital Projects

	-----Project Expenditures-----			Total Project Budget	-----Funded From-----			
	Project to Date (1)	FY2018 Budget	Future Year Budgets		HEAF	Revenue Bonds	Gifts	Other
New Construction								
University Commons (Student Center/Library)	\$ 2,500,000	\$ 25,500,000	\$ 1,500,000	\$ 29,500,000	\$ -	\$ 29,500,000	\$ -	\$ -
Sophomore Housing	1,000,000	16,800,000	5,000,000	22,800,000	1,140,000	21,660,000		
Science, Technology Building (STEM)	750,000	13,250,000	14,000,000	28,000,000	4,000,000	24,000,000		
Health and Wellness Center		500,000	14,500,000	15,000,000		7,000,000	4,000,000	4,000,000
Pedestrian walkways on Ben Wilson Street		6,000,000	1,200,000	7,200,000		7,200,000		
Subtotal New Construction	\$ 4,250,000	\$ 62,050,000	\$ 36,200,000	\$ 102,500,000	\$ 5,140,000	\$ 89,360,000	\$ 4,000,000	\$ 4,000,000
Major Repair and Rehabilitation								
Town Plaza Mall (UHV Extension)	\$ 100,000	\$ 7,000,000	\$ 3,425,000	\$ 10,525,000	\$ 4,500,000	\$ 5,025,000	\$ -	\$ 1,000,000
Renovations (North, West and Center Buildings)	150,000	600,000	700,000	1,450,000		1,450,000		
Subtotal Major Repairs & Rehabilitation	\$ 250,000	\$ 7,600,000	\$ 4,125,000	\$ 11,975,000	\$ 4,500,000	\$ 6,475,000	\$ -	\$ 1,000,000
Land Acquisition								
Victoria College Land for STEM Building	\$ 1,891,277	\$ -	\$ -	\$ 1,891,277	\$ -	\$ 1,891,277	\$ -	\$ -
Town Plaza Mall (UHV Expansion)	1,908,417			1,908,417		1,908,417		
Campus Expansion	525,000	1,000,000	1,020,000	2,545,000		2,545,000		
Subtotal Land Acquisition	\$ 4,324,694	\$ 1,000,000	\$ 1,020,000	\$ 6,344,694	\$ -	\$ 6,344,694	\$ -	\$ -
Total	\$ 8,824,694	\$ 70,650,000	\$ 41,345,000	\$ 120,819,694	\$ 9,640,000	\$ 102,179,694	\$ 4,000,000	\$ 5,000,000

(1) Project expenditures to date estimated through August 31, 2017

University of Houston-Victoria
Table 5 - Number of Full-Time Equivalent Positions

Employee Classification	FY2017 Budget	-----Change-----		FY2018 Budget
		FTE	Percent	
Faculty	144	(5)	-3.5%	139
Part-time Faculty	40	(21)	-52.5%	19
Professional Staff	208	(5)	-2.4%	203
Classified Staff	129	(24)	-18.6%	105
Temporary Staff	31	(10)	-32.3%	21
Total	552	(65)	-11.8%	487

University of Houston-Victoria
Table 6 - Student Credit Hours, Headcount, and FTE

	FY2014 Actuals	FY2015 Actuals	FY2016 Actuals	FY2017 Budget	FY2018 Budget	FY18 vs FY17 Change
Semester Credit Hours						
Lower Division	19,853	20,822	19,106	22,805	23,852	1,047
Upper Division	47,863	50,241	48,385	45,486	50,431	4,945
Masters	22,668	20,349	18,692	18,891	17,900	(991)
Total	90,384	91,412	86,183	87,182	92,183	5,001
Semester Credit Hours-On/Off Campus						
On Campus	20,776	17,614	24,473	42,614	29,959	(12,655)
Off Campus	69,608	73,798	61,710	44,568	62,224	17,656
Total	90,384	91,412	86,183	87,182	92,183	5,001
Fall Headcount	4,491	4,407	4,152	4,310	4,351	41
Fall FTE	3,528	3,482	3,233	3,233	3,264	31

University of Houston-Victoria
Table 7 - Allocation of Student Service Fees

Sources	FY2017	-----Change-----		FY2018
	Budget	Dollars	Percent	Budget
Current Year Revenue	\$ 2,653,377	\$ 150,647	5.7%	\$ 2,804,024
Total Sources	\$ 2,653,377	\$ 150,647	5.7%	\$ 2,804,024
Allocations				
Financial Aid	\$ 630,229	\$ 59,892	9.5%	\$ 690,121
Student Relations	30,591	(3,248)	-10.6%	27,343
Student Government	20,000	(5,700)	-28.5%	14,300
Registrar	251,216	(64,857)	-25.8%	186,359
Publications	9,000	(8,000)	-88.9%	1,000
Student Organization	10,913	(1,091)	-10.0%	9,822
SS Fees Contingency	56,515	5,683	10.1%	62,198
Student Life & Services	364,374	(8,811)	-2.4%	355,563
Health Services	40,000			40,000
Admissions	228,938	(228,938)	-100.0%	
YMCA Student Memberships	34,400			34,400
Counseling Center Salaries	253,573	(34,394)	-13.6%	219,179
Student Service Support	140,637			140,637
Transcripts	7,000	(700)	-10.0%	6,300
Commencement	52,000	(5,200)	-10.0%	46,800
Graduation & Diploma	10,000	(1,000)	-10.0%	9,000
Career Services	126,154	(10,456)	-8.3%	115,698
ADA Compliance	15,200	(2,888)	-19.0%	12,312
Jaguar Journey	6,500	(1,300)	-20.0%	5,200
Student Transportation	207,215	(1,613)	-0.8%	205,602
Athletics	147,890	378,126	255.7%	526,016
Auxiliary Accounting	11,032	2,720	24.7%	13,752
Title IX		23,100		23,100
Disability Student Services		59,322		59,322
Total Allocations	\$ 2,653,377	\$ 150,647	5.7%	\$ 2,804,024

University of Houston-Victoria
Note to Table 2: Operations Expenditures By Organization

Use of Funds by Organization	FY2017	-----Change-----		FY2018
	Budget	Dollars	Percent	Budget
President				
President's Office	\$ 709,721	\$ 167,912	23.7%	\$ 877,633
Athletics	1,403,127	17,977	1.3%	1,421,104
Marketing	907,846	47,183	5.2%	955,029
Human Resources	584,185	9,706	1.7%	593,891
Subtotal President	3,604,879	242,778	6.7%	3,847,657
University Advancement	509,084	(111,747)	-22.0%	397,337
Subtotal University Advancement	509,084	(111,747)	-22.0%	397,337
Academic Affairs				
Office of the Provost	1,020,747	504,562	49.4%	1,525,309
UHV Katy	2,248,650	117,097	5.2%	2,365,747
Arts and Sciences	5,742,976	(229,408)	-4.0%	5,513,568
Business Administration	6,792,480	(434,458)	-6.4%	6,358,022
Small Business Development Center	238,805	(81,828)	-34.3%	156,977
Regional Economic Development Center	54,236	(850)	-1.6%	53,386
Education	3,472,036	(39,337)	-1.1%	3,432,699
Nursing Program	389,100	(27,741)	-7.1%	361,359
Library	1,472,603	(79,808)	-5.4%	1,392,795
Registrar	209,113	(38,228)	-18.3%	170,885
Enrollment Management	359,759			359,759
Admissions	381,011	(132,122)	-34.7%	248,889
Financial Aid	630,854	(107,156)	-17.0%	523,698
LEAD/Student Recruitment	969,999	(179,009)	-18.5%	790,990
Student Success Test & Tutoring	275,201	(34,455)	-12.5%	240,746
Student Success Coach	172,568	(42,727)	-24.8%	129,841
Subtotal Academic Affairs	24,430,138	(805,468)	-3.3%	23,624,670
Student Affairs				
Student Government Association	34,613	(10,491)	-30.3%	24,122
Student Life and Services	590,269	(256,419)	-43.4%	333,850
Student Affairs	379,247	206,842	54.5%	586,089
Career Services	126,394	(36,351)	-28.8%	90,043
Counseling Center	253,973	(82,765)	-32.6%	171,208
Subtotal Student Affairs	1,384,496	(179,184)	-12.9%	1,205,312
Scholarships	3,243,475	236,099	7.3%	3,479,574
Administration and Finance				
Office of the VP Administration and Finance	1,497,135	7,675	0.5%	1,504,810
Budget	198,924	(44,836)	-22.5%	154,088
Business Services	1,317,075	(359,561)	-27.3%	957,514
Finance	756,387	(195,972)	-25.9%	560,415
Admin Technology Services	2,665,567	(149,022)	-5.6%	2,516,545
Plant Operations	2,118,795	(990,970)	-46.8%	1,127,825
Capital Projects and Construction	107,965	2,786	2.6%	110,751
Subtotal Administration and Finance	8,661,848	(1,729,900)	-20.0%	6,931,948
Other				
Staff Benefits	8,481,340	(378,567)	-4.5%	8,102,773
Contingency	268,699	34,499	12.8%	303,198
Debt Service	1,585,774	(10,196)	-0.6%	1,575,578
System Service Charge	1,355,965	37,873	2.8%	1,393,838
Utilities	980,560	(103,880)	-10.6%	876,680
Student Housing Services/Meal Plan	2,951,262	72,903	2.5%	3,024,165
Subtotal Other	15,623,600	(347,368)	-2.2%	15,276,232
Total Uses	\$ 57,457,520	\$ (2,694,790)	-4.7%	\$ 54,762,730

University of Houston-Victoria

Note to Table 3: Restricted Expenditures By Organization

	FY2017 Budget	-----Change-----		FY2018 Budget
		Dollars	Percent	
Use of Funds by Organization				
President	\$ 61,711	\$ (14)	0.0%	\$ 61,697
Academic Affairs				
Office of the Provost	289			289
Research Development	33,454	(24)	-0.1%	33,430
School of Business	7,864	24	0.3%	7,888
School of Arts & Sciences	16,867	(671)	-4.0%	16,196
School of Education	445,367	(196,476)	-44.1%	248,891
School of Nursing	11,579	(7)	-0.1%	11,572
Small Business Development Center	302,144	(68,851)	-22.8%	233,293
Subtotal Academic Affairs	<u>817,564</u>	<u>(266,005)</u>	<u>-32.5%</u>	<u>551,559</u>
Student Affairs	86,928	(86,928)	-100.0%	
Scholarships	7,364,124	1,193,962	16.2%	8,558,086
Total Uses	<u>\$ 8,330,327</u>	<u>\$ 841,015</u>	<u>10.1%</u>	<u>\$ 9,171,342</u>

3.12 Workload and Compensation

Expectations regarding teaching, research/scholarship, and service workloads are noted below. Refer to each academic school for specific workload standards.

3.12.1 Teaching Workload Expectation

The teaching workload expectation is 12 semester hours of course instruction or its equivalent. Schools are responsible for providing more specific guidance for meeting these expectations. This standard may be modified only with the dean's approval; however, each faculty member paid full time from the appropriations item "Faculty Salaries" shall report no less than nine hours of course instruction or its equivalent each semester.

In addition to course instruction, the teaching workload standard may include advising students, directing independent studies and theses, and developing curriculum.

One research scholarship workload expectation is defined as one (1) semester credit hour of assigned teaching or the reassigned equivalent. The normal teaching load for full-time faculty at UHV is 12 credit hours of organized classes that meet minimum enrollment standards.

The school shall maintain credit generation at the existing or expected level or above, based on expected teaching loads for each full-time faculty member.

3.12.1.1 Minimum Course Enrollments

Classes may be cancelled if they do not meet the State funding formula of ten undergraduate students or five graduate students. However, at UHV the class size expectation will be decided annually by the provost based on institutional necessity and financial considerations. Minimum class size will be communicated to the deans and shared with the faculty. The provost decides exceptions, based on a recommendation by the dean.

3.12.1.2 Course Load Modification

As specified in initial letters of appointment, the standard teaching load at UHV is 12 credits per semester. School deans may make modifications to the semester credit load, which may include research, administrative tasks or serving as Faculty Senate president. If the semester credit load has been modified for the express purpose of allowing a faculty member more time for research, summer teaching shall be comparably reduced, and the faculty member shall not teach a course elsewhere for extra pay.

3.12.1.3 Overload Teaching

Overloads shall be approved in advance and are paid at adjunct rates. An overload shall not exceed one three-credit course, or the equivalent, per semester or summer and is considered to be an infrequent and temporary recourse. Faculty members receiving course load reductions are not eligible for overloads. As an exception to this policy, faculty members who agree to teach an overload in response to an unanticipated institutional need will be compensated in accordance with the applicable adjunct rate, regardless of whether the standard teaching load has been reduced.

3.12.1.4 Summer Scheduling and Compensation

Expectations for summer school scheduling and compensation are subject to change in accordance with university, UH System, or state mandates; the availability of funds; and curricular needs. Faculty members are not obligated to accept summer teaching assignments, and the university is not obligated to make them available.

If available, summer teaching rates for full-time faculty members are currently set at one-twelfth of the member's nine-month base salary for each three-credit summer course that meets minimum enrollment standards. Based on availability of funds, two courses are considered a normal summer teaching load. The third course will be paid at adjunct rates. Faculty members on modified contracts are paid in accordance with their contracts.

Most faculty members can anticipate at least limited summer teaching opportunities, depending on enrollment demand in their field, but summer teaching assignments are not guaranteed and are subject to cancellation.

Faculty employed during the summer are not eligible for summer release time, and they are expected to maintain service and research obligations during the summer.

3.12.1.5 Faculty Availability

All full-time faculty shall be available for university activities during the academic year. Services shall include, but are not limited to, committee meetings, faculty meetings, student advising meetings, commencement attendance at least once per year, and meetings with UHV administrators. Faculty are expected to be available one week prior to the start of each semester.

3.12.1.6 Academic Advising

Each school shall establish a procedure for advising both new and continuing students at regular intervals and at designated times during the academic year. Although all faculty members may not always be directly involved in the advising of students, it is the responsibility of all faculty members to know the rules and regulations applying to the admission, enrollment, and degree requirements. The appropriate school administrators and coordinates all advising assignments and activities.

3.12.1.7 Office Hours

Faculty members shall maintain regular face-to-face or virtual office hours when students, staff, or colleagues may contact them. Although office hours may vary depending upon the nature of the individual's assignment and upon the number of student advisees, the following expectations apply to all full-time, part-time, and adjunct faculty:

1. Faculty shall schedule and maintain a minimum of one office hour per week, per course, at times convenient to students and be available by appointment.
2. Faculty shall post office hours on or near the faculty office door and in syllabi. Faculty are required to notify the school dean's or department chair's office of office hours.
3. When office hours cannot be kept as scheduled or must be changed, school administrative assistants shall be informed, and notices shall be posted in the on-line class, on the classroom door, or near the faculty office door.
4. Faculty will indicate in the course syllabus the expected time frame for responding to online student inquiries. When unusual circumstances will prevent regular access, faculty will post this information in the online course(s) affected.

3.12.2 Research/Scholarship Workload Standard

Research/scholarship activities include the work done by faculty members outside the classroom. All faculty members at UHV are expected to participate in scholarly activities, such as, engaging in the design and implementation of new studies and publication of results, grant proposal submission, contributions to knowledge in their professional fields, or creative activities that are closely connected and appropriate to their disciplines.

3.12.3 Service Workload Standard

Faculty members are expected to participate in service to the school, university, profession, and the community. Service may contribute to teaching or scholarly activities. Examples of service activities include participation in program development and assessment, service to students

and student organizations, service to professional societies, and service to the greater community.

3.12.4 Salary and Method of Payment

Appointments of full-time faculty are based on nine months of teaching. All full-time faculty have the option of being paid in nine or 12 equal monthly payments; this option shall be exercised at the beginning of each fiscal year, and the election of either option is irrevocable for that fiscal year. Employees on grants shall comply with the expiration date for the fiscal year.

Full-time faculty members employed during the summer are paid on a per-semester credit-hour basis. Salaries for summer teaching are based on the salary rates of the previous academic year.

3.12.5 Salary Supplementation from Research Funds or External Grants

Faculty members whose compensation includes funds from external grants administered by the university shall not exceed 100% of their annualized salary. This provision includes compensation for assisting grant projects directed by other UHV employees, unless under justifiable circumstances as allowed by the grantor and approved by the dean or supervising administrator. Faculty members are free to serve as paid consultants or evaluators, as well as in other capacities, on grant projects administered by other institutions, so long as they comply with Board of Regents' policies governing conflicts of interest, disclosures, and external compensation. (See *Faculty Manual*, Sections 3.11.6 - 3.11.9.)

3.12.6 Conflicts of Interest

This section is taken directly from the [UH System Board of Regents Policies, Section VI, 57.08-Conflicts of Interest](#).

All members of the board and employees of the system and its component institutions shall adhere to and be furnished a copy of the Statutory Standards of Conduct for State Employees, Section 572.051, Texas Government Code, and shall avoid conflicts of interest, generally described as the use of one's university employment or position to obtain unauthorized privileges, benefits, or things of value for oneself or others, including the following:

57.08.1 No board member or employee shall solicit, engage, or agree to accept any privilege, benefit or thing of value for the exercise of his or her discretion, influence, or powers as an employee or regent, except as is allowed by law.

57.08.2 No board member or employee shall accept any privilege, benefit, or thing of value that might influence him or her in the discharge of his or her duties as an employee or regent.

57.08.3 No board member or employee shall use his or her position to secure special privileges or exemptions for himself or herself or others, except as is allowed by law.

57.08.4 No board member or employee may be an officer, agent, employee, or member of, or own an interest in a professional activity that foreseeably might require or induce him or her to disclose confidential information acquired by reason of his or her system position.

57.08.5 No board member or employee shall accept employment or engage in any business or professional activity that foreseeably might require or induce him or her to disclose confidential information acquired by reason of his or her system position.

57.08.6 No board member or employee shall disclose confidential information gained by reason of his or her system position, nor shall he or she otherwise use such information for his or her personal gain or benefit.

57.08.7 No board member or employee shall transact any business for the system with any entity of which he or she is an officer, agent, employee, or member, or in which he or she owns a significant interest.

57.08.8 No board member or employee shall make personal investments in any enterprise that foreseeably might create a substantial conflict between his or her private interests and the system's interests.

57.08.9 No board member or employee shall accept other employment that might impair his or her independence of judgment in the performance of his or her system duties.

57.08.10 No board member or employee shall receive any compensation for his or her services to the system from any source other than the State of Texas except as is allowed by law.

57.08.11 No board member or employee who exercises discretion in connection with contracts, purchases, payments, claims, or other pecuniary transactions shall solicit, accept, or agree to accept any benefit from a person or entity the employee knows or should know is or is likely to become financially interested in such transactions.

Failure of any employee to comply with the foregoing shall constitute grounds for discharge or other disciplinary action. (05/17/07)

3.12.7 Consulting and Paid Professional Service

This section is taken directly from the [UH-System Board of Regents Policies, Section VI, 57.02, Consulting and Paid Professional Service.](#)

Full-time members of the faculty and professional or administrative staff may engage in external consultation or other paid professional services, provided such activities benefit the system and contribute to the professional development of the individual. This privilege is subject in all instances to the conditions set forth below. Failure to comply with this policy may subject an employee to disciplinary action including reprimand, suspension, or termination.

57.02.1 The first responsibility of the individual is to the system, and outside professional commitments should not interfere with the person's full-time responsibility to the system.

57.02.2 No outside obligation should result in any conflict of interest involving the individual's responsibilities to the system or to its programs, policies, and objectives. Consulting and other professional agreements that represent actual or potential conflicts of interest must be avoided.

57.02.3 Use of system facilities, space, equipment, or support staff for consulting or other paid professional activities is permitted only if a financial arrangement has been concluded between the individual and the administration prior to the employee's beginning the outside consulting or other paid professional service.

57.02.4 Individuals may not represent themselves as acting in the capacity of system employees when conducting consulting or other paid professional activities. The system bears no responsibility for any actual or implied obligations or liabilities incurred by the individual resulting from a consulting or other paid professional agreement or activity.

57.02.5 Faculty who wish to arrange consulting or other paid professional activities must provide prior written notification to their dean. Review by their dean of such activities will include consideration of any real or apparent conflict of interest and the benefit of the proposed service to the system and the component university. Each faculty member who engages in consulting or other paid professional service, including teaching on a temporary basis at other institutions, must ensure that such activities do not require commitments of time averaging more than one day per calendar week, and must arrange such activities so as not to interfere with regularly scheduled classes.

57.02.6 Professional or administrative staff who wish to arrange consulting or other paid professional activities must obtain prior written approval from the appropriate supervisor. While consulting is a recognized aspect of faculty activities with the

limitations noted in this document, consulting by professional or administrative staff must be justified on an individual basis by clear and direct benefit to the system.

57.02.7 When any of an individual's salary is paid from funds for externally sponsored activities, the time allowable for consultation or other paid professional activities must comply with sponsor requirements.

Unpaid public service is not included in this policy, nor are occasional lectures that include fees, unless these activities require significant amounts of time or otherwise conflict with regular system obligations.

Each president and the chancellor will establish a process for monitoring outside paid professional activities of their faculty and staff in order to ensure that such activities are consistent with the above policy and also serve system purposes. The chancellor will report to the board annually on such activities. (05/17/07)

3.12.7.1 Outside Teaching

According to the policy of the UH Board of Regents Policy, outside employment for pay must be disclosed; must not interfere or conflict with university duties; must be in some measure beneficial to the university; and must be limited to no more than an average of one day a week.

In the case of UHV faculty carrying a standard four-course load, teaching a course "on a temporary basis" for another institution for pay is allowable. As the Board's language indicates, such teaching is expected to be occasional rather than continuing and to be in some measure beneficial to faculty development and to the university.

However, as stated in section 3.11.1.2, faculty carrying a reduced teaching load with time reassigned for the purpose of research may not teach courses for pay at other institutions. In justifiable cases with the consent of both institutions, a UHV faculty member may teach a course at another institution as part of the member's regular teaching load without additional compensation.

Other forms of outside employment for pay are not prohibited so long as they conform to Board policy. The difference is that teaching is the basic faculty duty and that time reassigned for research purposes represents specifically a reduction in teaching load, not in any other duties assigned or expected, and it does not serve the university's interest to reduce a faculty member's teaching load to provide time for research only to have the member add a course for pay at another institution.

3.12.8 Notification Forms

UHV's Annual Notification and Approval for Outside Consulting or Other Employment Form is available online on the Office of the Office of the Provost's [Forms website](#). Failure to submit the Annual Notification and Approval for Outside Consulting or Other Employment form and/or providing incomplete or inaccurate information may result in disciplinary action.