



**California State University Maritime Academy
BAC Budget Update
February 2021**

Agenda



CAL MARITIME

Budget Advisory Committee
Wed., February 17, 2021

ZOOM
12:00 pm. – 1:00 p.m.

AGENDA

- | | | | |
|------|--------------------------------|--------------------|--------------------|
| I. | Call to Order/ Opening Remarks | Som | 12:00 – 12:10 p.m. |
| II. | 2021-22 Budget Update | Som | 12:10 – 12:15 p.m. |
| III. | CLC Planning Offsite | Timpson | 12:15 – 12:25 |
| IV. | Cabinet Presentations | Lozano / Schroeder | 12:25 – 12:50 p.m. |
| V. | Discussion / Next Steps | Som | 12:50 – 1:00 p.m. |
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RESOURCES/MATERIALS *(to be provided during meeting)*

Agenda

- Recap of FY20-21 and 21-22 Budget
- Process – B. Timpson
- Divisional Budget Presentations
 - **Administration & Finance**
 - **Academic Affairs**
 - Marine Programs
 - Office of the President
 - Student Affairs
 - University Advancement
- Next Steps

2021-22 CSU Support Budget Request

CALIFORNIA STATE UNIVERSITY FY 2020-21 SUPPORT BUDGET PLAN

(DOLLARS IN MILLIONS)

	<u>Nov. BOT Request</u>	<u>FINAL Budget</u>
Student Success and Completion Initiatives	\$105.0	
Compensation	139.8	
Mandatory Costs Increase (health benefits, retirement, min wage, maintenance)	64.9	
Enrollment Growth (5% -18,207 FTES) (2.7%-10,000 FTES)	248.6	
Rapid Rehousing Efforts (Asst Homeless/Housing Insecure Students)	15.0	
Academic Facilities & Infrastructure Needs	75.0	
Base Adjustments	-	199.0
Contingent GF Reductions (Federal Gov. Funds Oct. 15)	-	(498.1)
Total Increase in Expenditures - Recurring	\$ 648.3	(\$299.1)

Note: Numbers may not add due to rounding

CALIFORNIA STATE UNIVERSITY FY 2021-22 SUPPORT BUDGET PLAN

(DOLLARS IN MILLIONS)

	<u>Nov. BOT Request</u>	<u>Gov Jan</u>
Student Success and Completion Initiatives (5 th yr. of GI 2025)	\$135.0	
Basic Needs Initiative to Support GI 2025	15.0	\$15.0
Restoration of 2020-21 General Fund Reductions	299.0	111.5
Academic Facilities & Infrastructure Needs	50.0	
Mandatory Costs Increase:	57.0	
Health Benefits \$23.8M		
Minimum Wage \$5.4M		
Maintenance of New Facilities \$11.3M		
AB 1460 Ethnic Studies \$16.5M		
Other (Common Learning Mgmt Sys \$2.0M, CSUS \$1.0M)		3.0
Mental Health and Technology Needs		15.0
Total Increase in Expenditures - Recurring	\$ 556.0	\$144.5

Note: Numbers may not add due to rounding

**CALIFORNIA STATE UNIVERSITY
FY 2021-22 SUPPORT BUDGET PLAN
(DOLLARS IN MILLIONS)**

Governor's January Budget

\$144.5M Recurring Funding

\$225M One-Time

- \$175M Deferred Maintenance
- \$30M Student Emergency Assistance Grants
- \$10M Monterey Bay's Computing Talent Initiative
- \$10M Professional Development

FY 2021-22 CSU Advocacy

CALIFORNIA STATE UNIVERSITY 2021-22 BUDGET REQUEST

The CSU stands ready to meet California's needs and requests that the Legislature add an additional **\$365 MILLION** in recurring funding, with an additional **\$565 MILLION** in one-time funds for infrastructure and renewal projects. This would ensure we're able to reduce equity gaps and prepare students for California's workforce, restore prior cuts to save jobs and create jobs through infrastructure investments.

FY20-21 Budget Recap



Fiscal Year 2020/21 Operating Budget

Sources

Adjusted Allocation State Appropriation	\$ 36,943,076
Retirement Adjustment	277,000
Tuition GF Adjustment	(661,000)
State University Grant Systemwide Redistribution	(91,800)
Unallocated Reduction	(2,024,276)
General Fund Appropriations Total	\$ 34,443,000

Revenues Based on 275 New Students

Receipts and Other Sources

Tuition Fee	6,090,330
Non-resident Tuition Fee	493,020
Post Baccalaureate Fee	38,718
Application Fee	62,150
Other Revenues	3,154,007
Cost Recovery Plan	492,000
Medical Insurance	715,000
Other Non-Operating Revenues:	50,846
MARAD	1,630,000
Lottery, Interest	151,000
IRA	40,000
Campus Rec Fee	218,250
Workstudy	25,077
Receipts & Other Sources	13,160,398

Total Sources **\$ 47,603,398**

Uses

Academic Affairs	11,025,437
Administration & Finance	7,831,472
President	2,525,205
Marine Programs	3,395,981
Student Affairs	3,103,093
University Advancement	1,325,337
Cabinet Total	29,206,525

Academy Wide

Benefits Pool	12,913,522
Emergency, Contingency, Campus Initiatives	54,862
Campus Projects	160,000
IT Computer Refresh Program	40,000
Firefighting	135,000
Medical Insurance	715,000
State University Grant	1,755,000
FSEOG Campus Match	22,310
Scholarships - Lottery	17,500
Telecommunications	49,555
Communications-Mail Services	19,047
Utilities	1,725,000
Print /Copy	90,000
Risk Management	675,000
Workstudy	25,077

Academy Wide Total **18,396,873**

Total Uses **47,603,398**

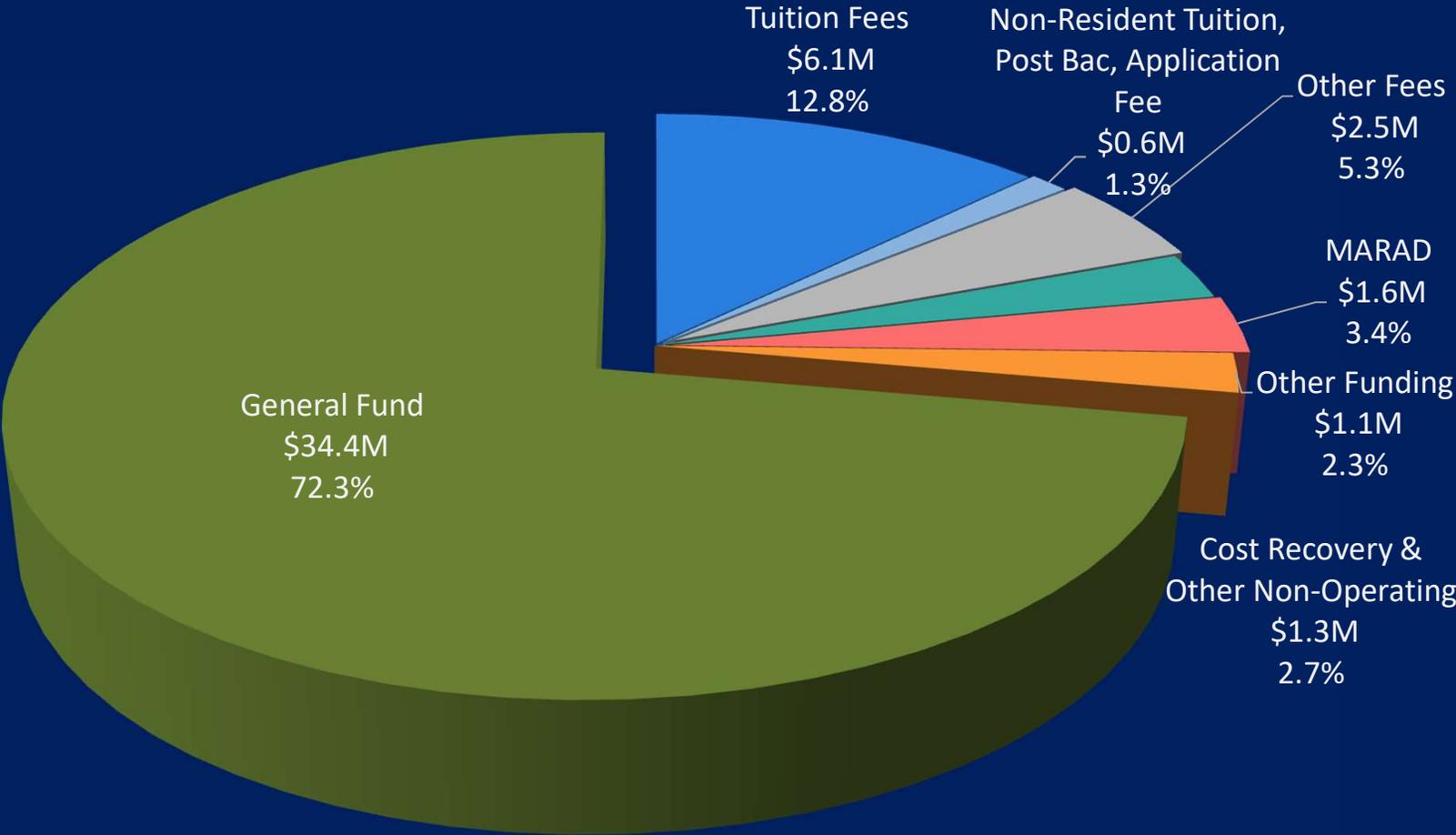
CALIFORNIA STATE UNIVERSITY Maritime Academy
2019-20 versus 2020-21 Operating Budget Summary

	FY19-20		FY20-21	Variance	
Budgeted Resident FTES	1,418		1,418		
<u>Sources</u>		<u>Sources</u>			
Adjusted Allocation State Appropriation	\$ 34,826,276	Adjusted Allocation State Appropriation	\$ 36,943,076		
Retirement Adjustment	342,000	Retirement Adjustment	277,000		
Benefits - Health & Dental	51,000	-	-		
Enrollment	22,000	-	-		
Operations & Maintenance of New Facilities	45,000	-	-		
Compensation 2019-20	1,092,000	-	-		
Graduation Initiative	662,000	-	-		
-	-	Tuition GF Adjustment	(661,000)		
-	-	Unallocated Reduction	(2,024,276)		
State University Grant (SUG) Systemwide Redistribution	(97,200)	State University Grant (SUG) Systemwide Redistribution	(91,800)		
State Appropriations	\$ 36,943,076	State Appropriations	\$ 34,443,000	(2,500,076)	-6.8%
<u>Receipts and Other Sources</u>		<u>Receipts and Other Sources</u>			
Tuition Fee	\$ 6,276,270	Tuition Fee	\$ 6,090,330	(185,940)	
Non-resident Tuition Fee	493,020	Non-resident Tuition Fee	493,020	-	
Post Baccalaureate Fee	38,718	Post Baccalaureate Fee	38,718	-	
Application Fee	62,150	Application Fee	62,150	-	
Other Revenues	2,359,816	Other Revenues	2,311,566	(48,250)	
Cost Recovery Plan	1,985,000	Cost Recovery Plan	492,000	(1,493,000)	
Medical Insurance	715,000	Medical Insurance	715,000	-	
Other Non-Operating Revenues	271,646	Other Non-Operating Revenues	50,846	(220,800)	
MARAD	1,630,000	MARAD	1,630,000	-	
Lottery, Interest	120,000	Lottery, Interest	151,000	31,000	
IRA	80,000	IRA	40,000	(40,000)	
Campus Rec Fee	233,500	Campus Rec Fee	218,250	(15,250)	
Workstudy	32,238	Workstudy	25,077	(7,161)	
		One-time Carryforwards	842,441	842,441	
Receipts & Other Sources	\$ 14,297,358	Receipts & Other Sources	\$ 13,160,398	(1,136,960)	-8.0%
Total Sources	<u>\$ 51,240,434</u>	Total Sources	<u>\$ 47,603,398</u>	<u>\$ (3,637,036)</u>	-7.1%

CALIFORNIA STATE UNIVERSITY Maritime Academy
2019-20 versus 2020-21 Operating Budget Summary

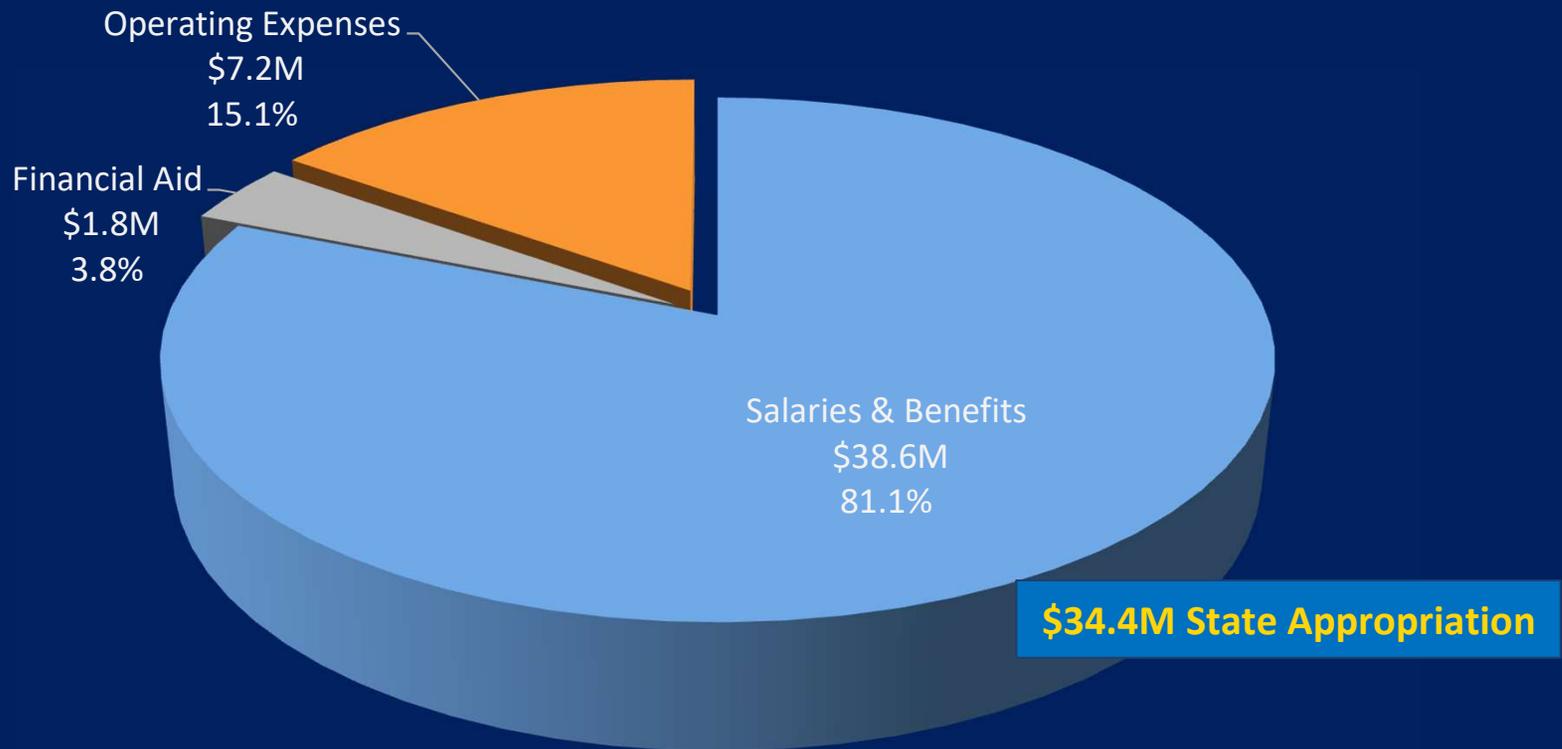
	<u>FY19-20</u>		<u>FY20-21</u>	<u>Variance</u>	
<u>Uses</u>		<u>Uses</u>			
Academic Affairs	\$ 11,973,854	Academic Affairs	\$ 11,025,437		
Administration & Finance	8,301,167	Administration & Finance	7,831,472		
President	1,535,275	President	2,525,205		
Marine Programs	4,067,439	Marine Programs	3,395,961		
Student Affairs	4,575,446	Student Affairs	3,103,093		
University Advancement	1,383,238	University Advancement	1,325,337		
Divisions	\$ 31,836,419		\$ 29,206,525	\$ (2,629,894)	-8.3%
<u>University Wide</u>		<u>University Wide</u>			
Benefits Pool	\$ 12,521,488	Benefits Pool	\$ 12,913,522		
Emergency, Contingency, Campus/Strategic Initiatives	462,590	Emergency, Contingency, Campus/Strategic Initiatives	54,862		
Compensation 2019-20	1,034,000	-	-		
Campus Projects	151,306	Campus Projects	160,000		
IT Computer Refresh Program	40,000	IT Computer Refresh Program	40,000		
Firefighting	135,000	Firefighting	135,000		
Medical Insurance	715,000	Medical Insurance	715,000		
State University Grant	1,846,800	State University Grant	1,755,000		
FSEOG Campus Match	22,310	FSEOG Campus Match	22,310		
Scholarships	17,500	Scholarships	17,500		
Telecommunications	49,555	Telecommunications	49,555		
Communications-Mail Services	19,047	Communications-Mail Services	19,047		
Utilities	1,575,000	Utilities	1,725,000		
Print /Copy	90,000	Print /Copy	90,000		
Risk Management	692,181	Risk Management	675,000		
Workstudy	32,238	Workstudy	25,077		
Academy Wide	\$ 19,404,015		\$ 18,396,873	\$ (1,007,142)	-5.2%
Total Uses	<u>\$ 51,240,434</u>		<u>\$ 47,603,398</u>	<u>\$ (3,637,036)</u>	-7.1%

Cal Maritime FY 2020-21 Operating Budget Revenue Sources



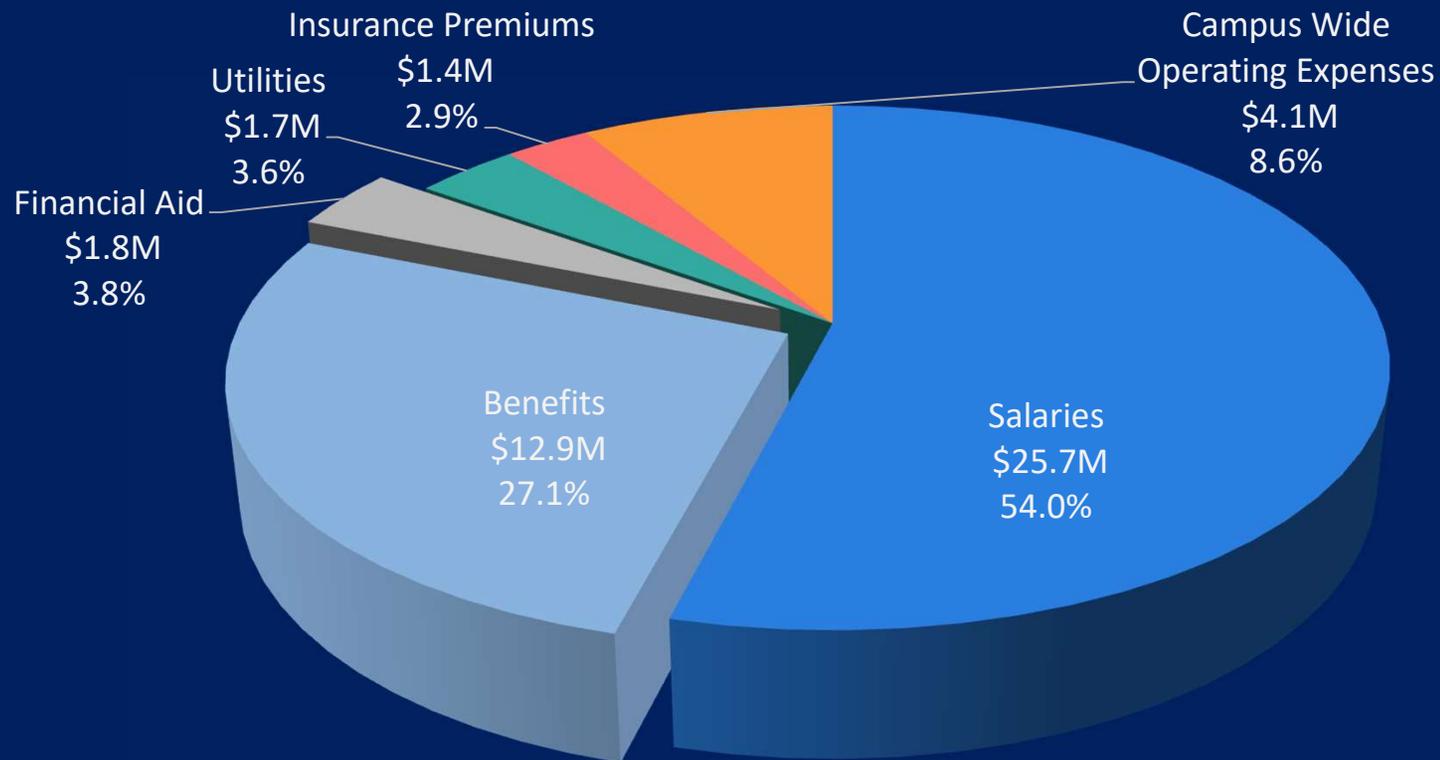
Total Operating Budget: \$47.6 M

Cal Maritime FY 2020-21 Operating Budget



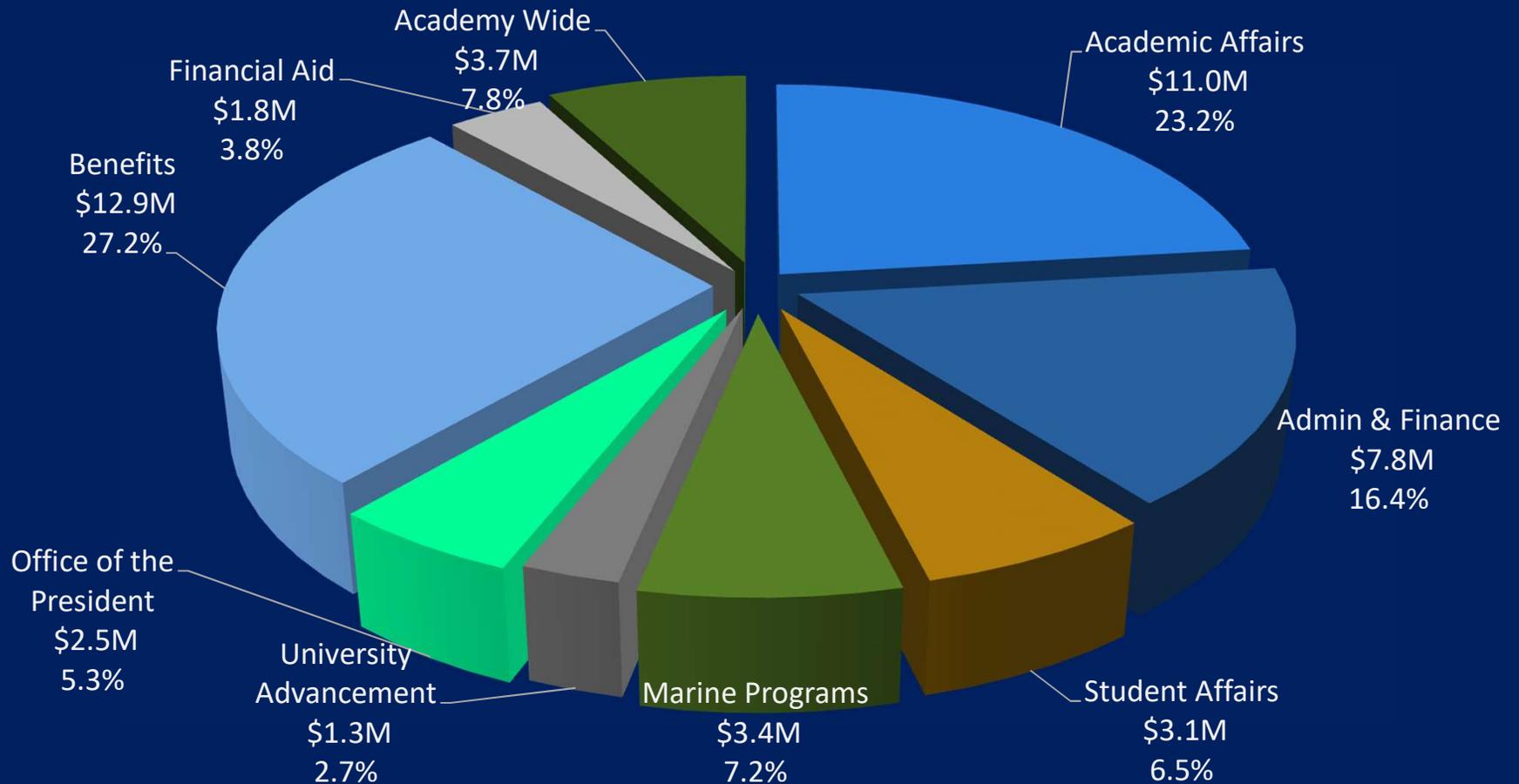
Total Operating Budget: \$47.6 M

Cal Maritime FY 2020-21 Operating Budget



Total Operating Budget: \$47.6 M

Cal Maritime FY 2020-21 Operating Budget By Cabinet Area



Total Operating Budget: \$47.6 M

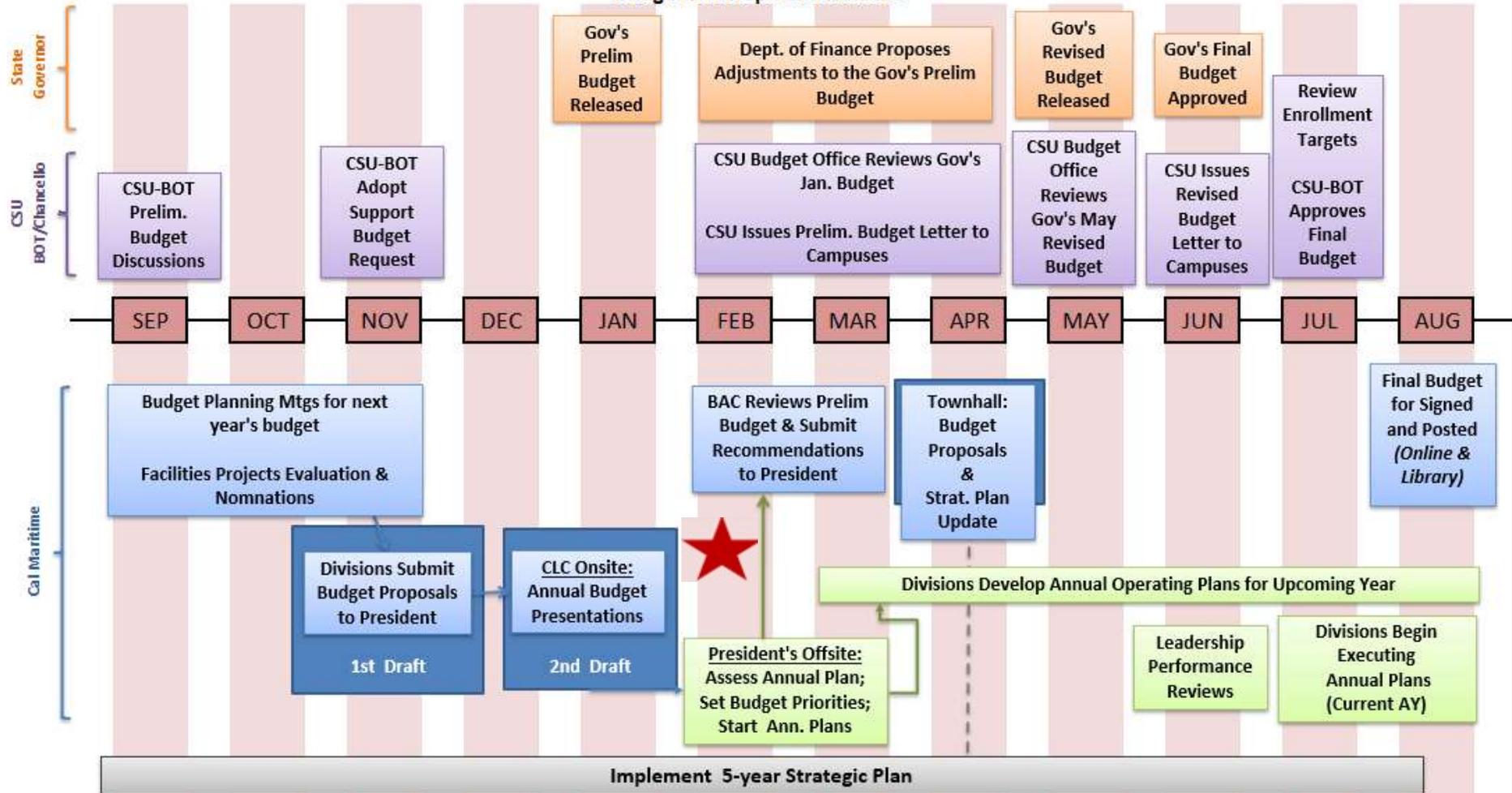
2021-22 Cal Maritime Budget Planning

FY 2021-22 Cabinet Level Summary

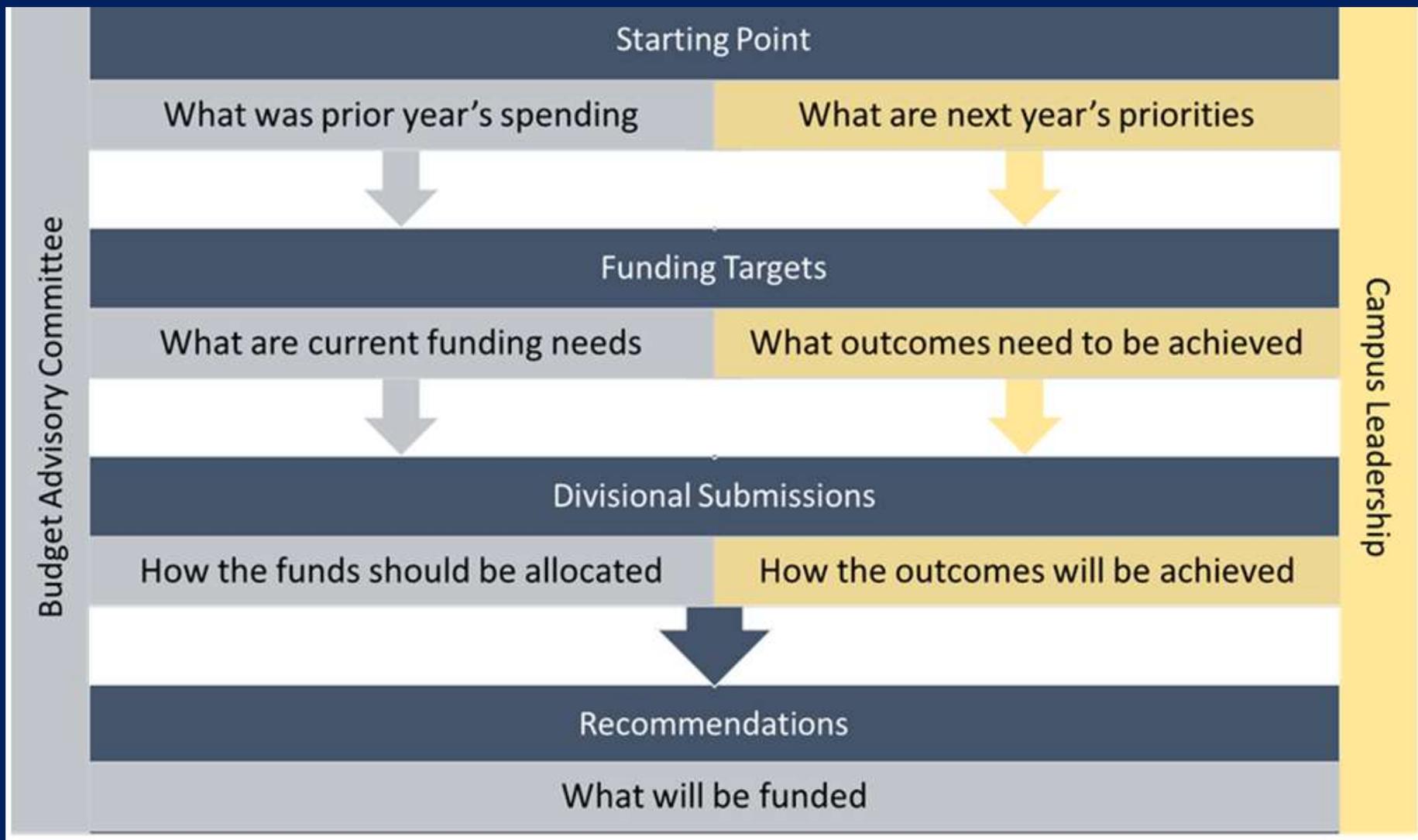
	FY17-18 Actuals	FY18-19 Actuals	FY19-20 Actuals	A FY19-20 ReOrg'd Budget	B FY20-21 ReOrg'd Budget	C FY21-22 Proposed Annual Budget Rev1	C - B Comparison FY20-21 ReOrg'd Bud vs FY21-22 Proposed Bud
ACADEMIC AFFAIRS							
S&W	10,111,663	10,410,328	10,467,233	11,056,915	10,778,210	11,039,845	261,635
OE	1,519,179	1,012,538	689,532	1,151,065	247,227	1,055,968	808,741
Total	11,630,842	11,422,867	11,156,766	12,207,980	11,025,437	12,095,813	1,070,376
ADMINISTRATION & FINANCE							
S&W	6,049,645	6,066,878	6,509,219	6,831,181	6,844,617	6,949,087	104,470
OE	2,287,869	1,715,205	2,213,881	1,733,644	986,855	1,713,892	727,037
Total	8,337,513	7,782,083	8,723,100	8,564,825	7,831,472	8,662,979	831,507
PRESIDENT							
S&W	584,211	997,846	1,221,008	1,944,444	1,988,216	2,165,302	177,086
OE	203,930	370,888	474,655	826,889	587,917	963,154	375,237
Total	788,141	1,368,734	1,695,663	2,771,333	2,576,133	3,128,456	552,323
MARINE PROGRAMS							
S&W	1,451,088	1,799,353	1,538,334	1,789,058	1,785,210	1,914,394	129,184
OE	2,050,293	2,916,133	641,836	2,323,578	1,610,771	2,673,271	1,062,500
Total	3,501,380	4,715,486	2,180,170	4,112,636	3,395,981	4,587,665	1,191,684
STUDENT AFFAIRS							
S&W	3,299,538	3,012,057	3,132,123	2,764,477	2,747,709	2,751,655	3,946
OE	1,296,341	1,246,179	1,215,580	927,091	383,788	937,888	554,100
Total	4,595,879	4,258,236	4,347,703	3,691,568	3,131,497	3,689,543	558,046
UNIVERSITY ADVANCEMENT							
S&W	944,195	1,075,945	1,232,482	1,122,748	1,128,104	1,178,110	50,006
OE	176,612	163,431	135,622	149,650	117,901	156,100	38,199
Total	1,120,808	1,239,376	1,368,104	1,272,398	1,246,005	1,334,210	88,205
UNIVERSITY WIDE							
S&W	(22,105)	(32,279)	(27,311)	34,920	25,077	25,077	-
OE	15,499,531	19,023,143	19,198,359	18,584,774	18,371,796	18,788,803	417,007
Total	15,477,426	18,990,864	19,171,048	18,619,694	18,396,873	18,813,880	417,007
OPERATING FUND CONSOLIDATED							
S&W	22,418,235	23,330,128	24,073,089	25,543,743	25,297,143	26,023,470	726,327
OE	12,626,279	14,519,029	11,830,900	12,925,524	9,392,733	13,375,554	3,982,821
Benefits	10,407,475	11,928,488	12,738,564	12,771,167	12,913,522	12,913,522	-
Total	45,451,989	49,777,645	48,642,553	51,240,434	47,603,398	52,312,546	4,709,148

Cal Maritime Budget Process

Annual Planning Budget Development Timeline



Cal Maritime



2021-22 Budget Planning Division Presentations

February 2021

Administration & Finance

Administration & Finance

Administration and Finance is responsible for managing the university's financial, budget, facilities, facilities planning & oversight of design and construction, safety, human resource administration, and information technology resources. Support services are also provided through enterprise services, including dining, housing, bookstore, and conference and events.

Number of Employees: ~86 FTE

Departments: Financial Services Facilities Management
Human Resources Safety & Risk Management
University Police Information Technology
Budget Enterprise Services

Administration & Finance

Initiatives for 2021-22

- Campus Master Plan
- Execute construction and campus projects
- Human Capital Management
- Cal Maritime Corporation
- Review and update policies and business procedures (+training)

Administration & Finance

Challenges/Opportunities

- Emergencies
- Emergency preparedness (trainings, generators)
- Maintaining campus buildings, grounds & landscape
- Deferred maintenance and infrastructure improvements
- Maintain appropriate staffing levels + learning curve of new staff
- Cross training and transfer of knowledge

Administration & Finance

Account Description	FY17-18 Actuals	FY18-19 Actuals	FY19-20 Actuals	ReOrg FY19-20 Budget	ReOrg FY20-21 Budget	FY21-22 Proposed Annual Budget Rev1
Salaries & Wages						
601201 - Management and Supervisory	1,798,964	1,538,331	1,598,005	2,109,192	2,142,168	2,163,960
601300 - Support Staff Salaries	3,858,518	4,127,444	4,317,951	4,593,642	4,583,586	4,644,014
601301 - Overtime	102,912	158,347	276,795	35,000	35,000	45,000
601303 - Student Assistants	29,905	61,890	64,505	43,800	48,800	55,050
602001 - Work Study on Campus	9,996	4,246	10,190			
Other- Stipends, Shift, Sick, Uniforms, etc	249,350	176,619	241,772	49,547	35,063	41,063
Salaries & Wages Total	6,049,645	6,066,878	6,509,219	6,831,181	6,844,617	6,949,087
Operating Expense						
603990 - Uniform Allowance - NonPERS	8,900	12,252	27,340	7,140	24,000	26,800
604xxx - Communications	58,453	14,633	10,979	1,775	5,400	26,086
606xxx - Travel In & Out State	66,614	54,267	33,529	52,200	-	28,200
613001 - Contracted Services	262,291	121,434	226,633	584,127	221,750	365,000
616001 - I/T Communications	7,283	11,765	15,169			30,000
616002 - IT Hardware	114,120	57,452	97,220	110,717	23,336	36,500
616003 - IT Software	322,147	258,919	336,663	385,567	132,060	339,866
616004 - I/T Infrastructure	9,547	4,435				80,099
616005 - IT Costs - Other	11,816	42,753	30,577	18,000	180,000	5,250
617xxx - Service frm Btwn Campuses & CO	5,558	8,985	13,469	-	6,500	6,500
619xxx - Equipment	171,851	19,182	13,460	21,400	31,000	4,800
660003 - Supplies and Services	436,446	531,230	624,854	149,415	237,715	332,758
660009 - Professional Development	72,770	29,396	22,153	12,000	655	2,755
660016 - Property Insurance Premium Exp	49,800	49,451	58,526	-	350	350
660061 - R&M - Building Maintenance	229,891	284,559	441,144	243,500	18,449	206,111
660062 - R&M - Custodial Services	26,991		10,000			
660064 - R&M - Landscape & Grounds	6,981	40,586	28,354	29,500	12,000	12,000
660951 - Equip Repairs & Maintenance	87,177	30,452	55,950	11,000	26,700	35,700
660970 - Fuel CMA vessels & Vehicles	22,068	29,076	25,833	21,200	25,000	25,000
660984 - Janitorial Supplies	55,864	72,170	32,287	47,556	32,000	130,000
All Other Operating Expense	261,301	42,208	109,741	38,547	9,940	20,117
Operating Expense Total	2,287,869	1,715,205	2,213,880	1,733,644	986,855	1,713,892
Grand Total	8,337,513	7,782,083	8,723,100	8,564,825	7,831,472	8,662,979

Administration & Finance

Account Description	FY17-18 Actuals	FY18-19 Actuals	FY19-20 Actuals	A	B	C	C - B
				ReOrg FY19-20 Budget	ReOrg FY20-21 Budget	FY21-22 Proposed Annual Budget Rev1	Variance FY21-22 vs FY20-21
Salaries & Wages							
601201 - Management and Supervisory	1,798,964	1,538,331	1,598,005	2,109,192	2,142,168	2,163,960	21,792
601300 - Support Staff Salaries	3,858,518	4,127,444	4,317,951	4,593,642	4,583,586	4,644,014	60,428
601301 - Overtime	102,912	158,347	276,795	35,000	35,000	45,000	10,000
601303 - Student Assistants	29,905	61,890	64,505	43,800	48,800	55,050	6,250
602001 - Work Study on Campus	9,996	4,246	10,190				
Other- Stipends, Shift, Sick, Uniforms, etc	249,350	176,619	241,772	49,547	35,063	41,063	6,000
Salaries & Wages Total	6,049,645	6,066,878	6,509,219	6,831,181	6,844,617	6,949,087	104,470
Operating Expense							
603990 - Uniform Allowance - NonPERS	8,900	12,252	27,340	7,140	24,000	26,800	2,800
604xxx - Communications	58,453	14,633	10,979	1,775	5,400	26,086	20,686
606xxx - Travel In & Out State	66,614	54,267	33,529	52,200	-	28,200	28,200
613001 - Contracted Services	262,291	121,434	226,633	584,127	221,750	365,000	143,250
616001 - I/T Communications	7,283	11,765	15,169			30,000	30,000
616002 - IT Hardware	114,120	57,452	97,220	110,717	23,336	36,500	13,164
616003 - IT Software	322,147	258,919	336,663	385,567	132,060	339,866	207,806
616004 - I/T Infrastructure	9,547	4,435				80,099	80,099
616005 - IT Costs - Other	11,816	42,753	30,577	18,000	180,000	5,250	(174,750)
617xxx - Service frm Btwn Campuses & CO	5,558	8,985	13,469	-	6,500	6,500	-
619xxx - Equipment	171,851	19,182	13,460	21,400	31,000	4,800	(26,200)
660003 - Supplies and Services	436,446	531,230	624,854	149,415	237,715	332,758	95,043
660009 - Professional Development	72,770	29,396	22,153	12,000	655	2,755	2,100
660016 - Property Insurance Premium Exp	49,800	49,451	58,526	-	350	350	-
660061 - R&M - Building Maintenance	229,891	284,559	441,144	243,500	18,449	206,111	187,662
660062 - R&M - Custodial Services	26,991		10,000				
660064 - R&M - Landscape & Grounds	6,981	40,586	28,354	29,500	12,000	12,000	-
660951 - Equip Repairs & Maintenance	87,177	30,452	55,950	11,000	26,700	35,700	9,000
660970 - Fuel CMA vessels & Vehicles	22,068	29,076	25,833	21,200	25,000	25,000	-
660984 - Janitorial Supplies	55,864	72,170	32,287	47,556	32,000	130,000	98,000
All Other Operating Expense	261,301	42,208	109,741	38,547	9,940	20,117	10,177
Operating Expense Total	2,287,869	1,715,205	2,213,880	1,733,644	986,855	1,713,892	727,037
Grand Total	8,337,513	7,782,083	8,723,100	8,564,825	7,831,472	8,662,979	831,507

Administration & Finance

Salary Variance to the FY21-22 Budget

- **~\$104K: Salary & Wages**
 - \$10k Police services overtime
 - \$45k HR full-time receptionist (transfer of budget)
 - \$36k Market rate augmentation for position searches - Deputy CIO, Academic Instructional Support
 - \$6k Cruise staff stipend
 - \$6k Student assistants

Administration & Finance

Major Operating Expense FY21-22 Budget:

- **~\$365K: 613001 - Contract Services**
 - Dispatch contract - \$120k
 - Building maintenance, grounds, campus vehicles - \$67k
 - Human capital management - \$73k
 - Information security - \$30k
 - Facilities work truck lease - \$15k
 - Annual audit - \$32k
 - Campus design & construction - \$20k
- **~\$340K: 616003 - IT Software Costs**
 - Campus wide and academic software - \$278k
 - Software: HR, Police, Facilities - \$18k
 - CashNet, Concur, Lease Accelerator - \$43k
- **~\$80K: 616004 - IT Infrastructure**
 - Information security - \$80k

Administration & Finance

Major Operating Expense FY21-22 Budget:

- **~\$333K: 660003 - Supplies and Services**
 - Pool chemicals & supplies - \$34k
 - Grounds & maintenance, safety - \$219k
 - Fire alarm testing - \$44k
- **~\$206K: 660061/660064 - Repairs Maintenance**
 - Elevator svc inspections, asphalt repair, extinguisher maint, sprinkler inspection, boiler chem, painting, pest control, gutter repairs, buildings, landscape & grounds
- **~\$130K: 660984 - Janitorial Supplies**
 - Campus custodial supplies
- **Other expenditures**
 - Fuel & repairs for campus vehicles - \$30k
 - Equipment repairs & maintenance - \$35k

Administration & Finance

Strategy	Year	Priority	Scope/Time to Implement	Category	Mandatory or Discretionary	Briefly Describe the Program/Project for which funds are being requested.	Describe which Strategic Plan Initiative request fulfills	PERMANENT: FUNDING REQUEST DETAIL					ONE-TIME: FUNDING REQUEST					TOTAL FUNDING		
								FTE	Annual Salaries	Annual Benefits (53.0%) - University Wide	Operating Expenses	Total	FTE	Annual Salaries	Annual Benefits (53.0%) - University Wide	Operating Expenses	Total	Perm	One-Time	Total Amt
1	FY21/22			Salary & Wages	Mandatory	Market rate adjustment for searches - CIO, Academic Instructional Support			36,462	19,325								55,787	-	55,787
2	FY21/22			Salary & Wages	Mandatory	Receptionist/Front Desk		1.00	45,156	23,933								69,089	-	69,089
3	FY21/22			Salary & Wages	Discretionary	Returning F2F - Student Assistants							6,250	91				6,341	-	6,341
4	FY21/22			Salary & Wages	Mandatory	Pay for Cruise - Recurring cost			6,000	87								6,087	-	6,087
5	FY21/22			Salary & Wages	Discretionary	Police Overtime							10,000					10,000	-	10,000
6	FY21/22			Salary & Wages	Mandatory	Minor salary adjustments			602	-								602	-	602
7	FY21/22			Operating Expense	Discretionary	Operations (uniforms, communications, travel, postage, prof development, recruitment, licenses)								43,763				43,763	-	43,763
8	FY21/22			Operating Expense	Mandatory	Telecommunications					20,200							20,200	-	20,200
9	FY21/22			Operating Expense	Mandatory	Contract Services - IT, Grounds, Campus Planning, Police, Building Maint, Motor Vehicle Operations, VP					143,250							143,250	-	143,250
10	FY21/22			Operating Expense	Mandatory	Campuswide Information Tech software, hardware, infrastructure hardware, communications, instr'l equip					130,119							130,119	-	130,119
11	FY21/22			Operating Expense	Mandatory	Campus Wide Janitorial supplies - F2F, COVID					38,500							38,500	-	38,500
12	FY21/22			Operating Expense	Mandatory	Campuswide Repairs & Maintenance: Building & Motor Vehicle Ops					196,662							196,662	-	196,662
13	FY21/22			Operating Expense	Mandatory	Supplies & Services					154,543							154,543	-	154,543
								1.00	88,220	43,345	683,274	814,839	16,250	91	43,763	60,104	814,839	60,104	874,942	

Salaries	88,220
OE	683,274
Onetime	60,104
Variance	831,598

Academic Affairs

Academic Affairs

Academic Affairs is responsible for the academic standards and integrity of the University, including oversight for academic departments, the Library, and faculty development. Academic Affairs is responsible for academic policy development and implementation, for assessment and accreditation of academic programs, and for admissions, extended learning, sponsored programs, enrollment management, student records, and financial aid.

As of Fall 2020:

Number of staff: 23 Staff, 4 Directors/Managers, 4 Deans, 1 Associate Provost, 1 Provost

Number of faculty: Approximately 58 tenure/tenure-track (including department chairs, FERP, and librarians) and 33 lecturers

21 Budgetary Units/Sub-Divisions: 7 academic departments, 3 Dean's Offices, Provost's Office, Associate Provost's Office, Library, and a number of functional units: Naval Science, Admissions and Outreach, Academic Technology, Faculty Development, Financial Aid, International Programs, Registrar's Office, and Academic Senate

Academic Affairs

Initiatives for 2021-22:

- Implement strategic marketing efforts and new technologies in support of student recruitment
- Heighten outreach from all areas of academic affairs to boost recruitment and to bolster curricular connections to industry
- Strengthen student academic support systems in service of retention and completion
- Strengthen key academic programs to meet emerging market demands
- Implement selected technologies in support of faculty teaching and student success
- Keep on track for Graduation Initiative 2025 targets

Academic Affairs

Challenges/Opportunities:

- Enrollment
 - Recruitment
 - Retention
- Ensuring that academic offerings align with both recruitment and industry demands
- Ensuring that institutional support for faculty research/scholarship aligns with evolving faculty needs and interests

Academic Affairs

Account Description	FY17-18 Actuals	FY18-19 Actuals	FY19-20 Actuals	ReOrg FY19-20 Budget	ReOrg FY20-21 Budget	FY21-22 Proposed Annual Budget Rev1
Salaries & Wages						
601100 - Academic Salaries	7,167,221	7,075,626	7,017,656	7,561,598	7,469,213	7,533,544
601101 - Department Chair	369,924	388,580	410,462	412,224	344,294	397,094
601201 - Management and Supervisory	1,158,944	1,483,228	1,512,693	1,464,889	1,470,084	1,470,084
601300 - Support Staff Salaries	1,280,974	1,285,730	1,311,421	1,483,150	1,375,897	1,495,901
601303 - Student Assistants	90,305	75,493	82,436	135,055	118,722	143,222
602001 - Work Study on Campus	14,158	20,947	11,652	-	-	-
Other- Stipends, Shift, Sick, Uniforms, etc	30,138	80,724	120,915	-	-	-
Salaries & Wages Total	10,111,663	10,410,328	10,467,233	11,056,915	10,778,210	11,039,845
Operating Expense						
606xxx - Travel - In/Out of State, Cruise, Int'l Exp	564,580	462,430	105,319	536,950	-	440,161
608xxx - Library - Books, Bindings, Serials, Sub, Lost	55,414	13,213	29,781	97,960	80,000	98,500
613001 - Contracted Services (inclds instructional)	194,195	45,275	5,912	22,800	-	22,000
616002 - IT Hardware	75,365	5,729	25,795	12,255	-	12,500
616003 - IT Software	43,574	38,040	38,197	38,864	-	56,000
619xxx - Equipment (inclds instructional)	63,937	24,674	43,250	7,500	-	22,000
660001 - Postage	11,201	12,432	13,740	15,165	-	11,450
660002 - Printing	28,806	25,815	24,798	32,300	-	34,750
660003 - Supplies and Services	144,080	173,421	111,592	241,518	149,637	183,387
660009 - Professional Development	64,954	46,197	31,776	39,317	-	30,400
660010 - Insurance Expense	8,725	7,770	6,680	7,500	-	7,500
660017 - Advertising and Promotional Ex	23,667	5,763	3,268	8,000	-	19,800
660042 - Recruitment and Employee Reloc	18,794	42,035	99,622	30,000	-	30,000
660043 - Accreditation Expense	24,075	30,953	44,161	22,800	17,590	32,040
660903 - Hospitality Expense	16,288	10,955	5,836	5,600	-	4,750
660932 - Event Registration Fees	13,419	12,438	12,360	6,000	-	10,000
660992 - Professional Memberships & Due	18,808	31,324	7,959	7,900	-	27,480
660951 - Equip Repairs & Maintenance	127,940	-	10,648	-	-	-
All Other Operating Expense	21,355	24,073	68,839	18,636	-	13,250
Operating Expense Total	1,519,179	1,012,538	689,532	1,151,065	247,227	1,055,968
Grand Total	11,630,842	11,422,867	11,156,766	12,207,980	11,025,437	12,095,813

Academic Affairs

Account Description	FY17-18 Actuals	FY18-19 Actuals	FY19-20 Actuals	A	B	C	C - B
				ReOrg FY19-20 Budget	ReOrg FY20-21 Budget	FY21-22 Proposed Annual Budget Rev1	Variance FY21-22 vs FY20-21
Salaries & Wages							
601100 - Academic Salaries	7,167,221	7,075,626	7,017,656	7,561,598	7,469,213	7,533,544	64,331
601101 - Department Chair	369,924	388,580	410,462	412,224	344,294	397,094	52,800
601201 - Management and Supervisory	1,158,944	1,483,228	1,512,693	1,464,889	1,470,084	1,470,084	-
601300 - Support Staff Salaries	1,280,974	1,285,730	1,311,421	1,483,150	1,375,897	1,495,901	120,004
601303 - Student Assistants	90,305	75,493	82,436	135,055	118,722	143,222	24,500
602001 - Work Study on Campus	14,158	20,947	11,652	-	-	-	-
Other- Stipends, Shift, Sick, Uniforms, etc	30,138	80,724	120,915	-	-	-	-
Salaries & Wages Total	10,111,663	10,410,328	10,467,233	11,056,915	10,778,210	11,039,845	261,635
Operating Expense							
606xxx - Travel - In/Out of State, Cruise, Int'l Exp	564,580	462,430	105,319	536,950	-	440,161	440,161
608xxx - Library - Books, Bindings, Serials, Sub, Lost	55,414	13,213	29,781	97,960	80,000	98,500	18,500
613001 - Contracted Services (incls instructional)	194,195	45,275	5,912	22,800	-	22,000	22,000
616002 - IT Hardware	75,365	5,729	25,795	12,255	-	12,500	12,500
616003 - IT Software	43,574	38,040	38,197	38,864	-	56,000	56,000
619xxx - Equipment (incls instructional)	63,937	24,674	43,250	7,500	-	22,000	22,000
660001 - Postage	11,201	12,432	13,740	15,165	-	11,450	11,450
660002 - Printing	28,806	25,815	24,798	32,300	-	34,750	34,750
660003 - Supplies and Services	144,080	173,421	111,592	241,518	149,637	183,387	33,750
660009 - Professional Development	64,954	46,197	31,776	39,317	-	30,400	30,400
660010 - Insurance Expense	8,725	7,770	6,680	7,500	-	7,500	7,500
660017 - Advertising and Promotional Ex	23,667	5,763	3,268	8,000	-	19,800	19,800
660042 - Recruitment and Employee Reloc	18,794	42,035	99,622	30,000	-	30,000	30,000
660043 - Accreditation Expense	24,075	30,953	44,161	22,800	17,590	32,040	14,450
660903 - Hospitality Expense	16,288	10,955	5,836	5,600	-	4,750	4,750
660932 - Event Registration Fees	13,419	12,438	12,360	6,000	-	10,000	10,000
660992 - Professional Memberships & Due	18,808	31,324	7,959	7,900	-	27,480	27,480
660951 - Equip Repairs & Maintenance	127,940	-	10,648	-	-	-	-
All Other Operating Expense	21,355	24,073	68,839	18,636	-	13,250	13,250
Operating Expense Total	1,519,179	1,012,538	689,532	1,151,065	247,227	1,055,968	808,741
Grand Total	11,630,842	11,422,867	11,156,766	12,207,980	11,025,437	12,095,813	1,070,376

Academic Affairs

Salary Variance FY21-22 Budget:

- **\$261.6K Salaries Variance from FY20-21**
 - \$117.1K - Miscellaneous academic salary adjustments
 - Department Chair
 - Lecturer pools
 - Salary adjustments for replacement T/TT positions vacated in 19/20 and 20/21
 - \$116K - Two Staff Positions
 - Enrollment Services Counselor and Instructional Designer
 - \$4K - Miscellaneous support staff salary adjustments
 - \$24.5K - Student Assistants

Academic Affairs

Major Operating Expense FY21-22 Budget:

- **\$56K : 616003 – IT Software**
 - Admissions Software – Hobson/Slate
 - Registrar Software – EAB, Arcalog
- **\$183K : 660003 – Supplies & Services**
 - Office supplies for 21 departments, Lab supplies for 8 labs and Machine Shop, other miscellaneous supplies and services such as diploma supplies, shredding services and background screening for hires.
- **\$30K : 660042 – Recruitment and Employee Relocation**
 - 6 Possible Searches
 - 4 Tenure/Tenure Track
 - 2 Support Staff

Academic Affairs

Strategy	Year	Priority	Scope/ Time to Implement	Category	Mandatory or Discretionary	Briefly Describe the Program/Project for which funds are being requested.	Describe which Strategic Plan Initiative this request fulfills	PERMANENT: FUNDING REQUEST DETAIL					ONE-TIME: FUNDING			TOTAL FUNDING REQUEST				
								FTE	Annual Salaries	Annual Benefits (53.0%) - University Wide	Operating Expenses	Equip	Total	Operating Expenses	Equip	Total	Perm	One- Time	Total Amt	
1	FY21/22			Salary & Wages		New Position - Enrollment Services Counselor	Strategic Enrollment Plan Objectives 1&4	1.00	56,000	29,680				85,680	5,000	2,500	7,500	85,680	7,500	93,180
2	FY21/22			Salary & Wages		New Position - Instructional Designer	Academic Master Plan, Strategic Enrollment Plan	1.00	60,000	31,800				91,800	5,000	2,500	7,500	91,800	7,500	99,300
3	FY21/22			Salary & Wages	Mandatory	Academic Salary Adjustments for lecturer pool, department chair and T/TT searches for vacated positions	Academic Master Plan		117,131	62,079				179,210			-	179,210	-	179,210
4	FY21/22			Salary & Wages	Mandatory	Student Assistants \$24.5K and misc support staff adjustment \$4K			28,500	413				28,913			-	28,913	-	28,913
5	FY21/22			Operating Expense		Return to in person conferences, meetings, travel, includes IE \$320K					440,161			440,161			-	440,161	-	440,161
6	FY21/22			Operating Expense	Mandatory	Library needs to include subscriptions, books periodicals, contracted services					40,500			40,500			-	40,500	-	40,500
7	FY21/22			Operating Expense	Mandatory	IT hardware, Software and Equipment needs					56,000	14,000		70,000		15,500	15,500	70,000	15,500	85,500
8	FY21/22			Operating Expense	Mandatory	Supplies and services, postage, printing and other operational needs for F2F					115,344			115,344			-	115,344	-	115,344
9	FY21/22			Operating Expense	Mandatory	Advertising and Promotion, Event Registration Fees (Admissions recruiting events)					29,800			29,800			-	29,800	-	29,800
10	FY21/22			Operating Expense	Mandatory	Recruitment and Employee Relocation (4 T/TT searches)								-	20,000		20,000	-	20,000	20,000
11	FY21/22			Operating Expense	Mandatory	Accreditation Expenses					32,040			32,040			-	32,040	-	32,040
12	FY21/22			Operating Expense	Discretionary	Professional Development, faculty and staff					30,400			30,400			-	30,400	-	30,400
								2.00	261,631	123,973	744,245	14,000	1,143,849	30,000	20,500	50,500	1,143,849	50,500	1,194,349	

Salaries	261,631
OE	758,245
Onetime	50,500
Variance	1,070,376
Benefits	123,973
Total	1,194,349



**California State University Maritime Academy
BAC Budget Update
February 2021**