CAL STATE LA

CALIFORNIA STATE UNIVERSITY, LOS ANGELES

DATE: February 28, 2020

FROM: William A. Covino, President

TO: Lisa Chavez, Vice President for Administration and Chief Financial Officer
Janet Dial, Vice President for University Advancement
Jose A. Gomez, Provost and Vice President for Academic Affairs
Octavio Villalpando, Vice President for Equity, Diversity and Inclusion
Nancy Wada-McKee, Vice President for Student Life

CC: Veena Prabhu, Budget Administration

SUBJECT: **2019-20 Final Budget Guidelines**

The 2019-20 Final Budget was signed by the Governor on June 27, 2019 (Chancellor's Office Coded Memo B2019-02), that included a $332.9 million increase in General Fund appropriation for the CSU operating fund. The Chancellor's Office assigned 2019-20 resident FTES target is 18,500. The campus 2019-20 budgeted resident FTES is 19,055, which is approximately 3% higher than the Chancellor's Office assigned target. The campus budgeted Non-Resident FTES target is 708.

FUNDING ADJUSTMENTS:

Per Coded Memo 2019-02, the final funding adjustments to Cal State LA's 2019-20 General Fund base budgets are as follows:

Base Budget Adjustments	
$979,000	2018-19 State Funded Retirement Adjustment
1,683,000	Retirement Above State Funding
411,000	Minimum Wage Increase
3,420,000	Graduation Initiative 2025
347,000	Health
7,448,000	Compensation
2,241,000	Average Unit Load Increase
1,366,285	Net Funded Enrollment Growth
1,141,100	2019-20 State University Grant 5% Redistribution
$19,036,385	**Total Base Budget Adjustments**

ALLOCATION PROCESS

The final General Fund net allocation is $187,130,639. Anticipated revenues and reimbursements bring the total General Fund gross expenditure budget to $323,382,557.

$187,130,639	General Fund Appropriation
128,150,796	Student Tuition Revenue

6,450,356	Non-Resident Tuition Revenue
1,650,766	Other Fee Revenue
$323,382,557	**Total Estimated Gross Budget**

The University's budget allocations are based upon predefined Chancellor's Office allocations and the University's strategic initiatives. Staff benefits and Faculty/Staff compensation increases have not been allocated to the Executive areas.

Division	Net Allocation	Est. Benefit Allocation	General Fund Gross
President's Area (Includes Athletics and Luckman)	$5,248,770	$2,094,742	$7,343,512
Equity, Diversity, & Inclusion	$607,284	$274,205	$881,489
Academic Affairs	$113,124,881	$53,573,624	$166,698,505
Information Technology Services	$11,675,877	$3,700,015	$15,375,892
Student Life	$5,487,819	$2,420,847	$7,908,666
Administration and Finance	$28,512,136	$9,014,385	$37,526,521
University Advancement	$3,900,340	$1,653,308	$5,553,648
University Wide	$78,257,504	$3,836,820	$82,094,324
Total	**$246,814,611**	**$76,567,946**	**$323,382,557**

The 2019-20 Lottery campus-based program allocations for Cal State LA is $1,802,000. The California Pre-Doctoral allocations are now administered separately by the CO Academic Services and Professional Development area. Funding will be allocated as programs are awarded.

STRATEGIC PLANNING

The following are campus guidelines for 2019-20:

- Strategic Initiatives: Emphasis will be placed on promoting the University's strategic priorities that include Engagement, Service, and the Public Good; Welcoming and Inclusive Campus; Student Success; and Academic Distinction.
- Student Recruitment/Enrollment Management: Enrollment management will be a critical element in our strategy. Enrollment target decisions are made based upon the enrollment management priorities established by the campus. Given our commitment to quality instruction, every attempt will be made to maintain a Student Faculty Ratio (SFR) that is appropriate given our funding level. Campus policies regarding admission, remediation, and academic progress will be enforced.
- Community Engagement: Emphasis will continue to be placed on building the capacity to achieve the outcomes and goals associated with this strategic initiative, inclusive of the University's community engagement and service learning activities.
- Human Resources: Vacant faculty, staff and administrative positions will be filled on a case-by-case basis.
- Quality Service: Quality service, inclusive of facilities maintenance and cleanliness, will continue to be a campus priority. The University will continue to strengthen its efforts to achieve operational efficiencies and cost savings across all divisions, including collaboration on campus and with other CSU campuses.
- Travel and Professional Development: Support will be provided for the following purposes: a) tenured and tenure-track faculty support for research, scholarly and creative activities, and faculty development; and, b) administrative travel essential to University operations.

- Sabbaticals: In alignment with our institutional commitment to support faculty professional development and educational effectiveness, support will be provided for sabbatical leaves as specified in the Collective Bargaining Agreement (CBA).

- Research, Scholarly and Creative Activities: Funding for Research, Scholarly and Creative Activities, emphasizing student participation, will remain a high priority.

- University Advancement: Funding will be directed toward strategies and materials to promote the University's ability to increase non-state funding, with an emphasis on planned gifts and endowments, unrestricted funds, student support and scholarships, private grants, and capital and equipment gifts.

- Instructional and Administrative Technology: Every attempt will be made to meet student, faculty, and administrative needs.

- Open University Funds: Open University funds are reimbursements to the campus for support services provided by administrative and academic departments to the College of Professional and Global Education. Open University funds are allocated to academic departments through the College Resource Allocation Advisory Committee process to supplement operating expenses.

- College Work-Study: Contingent upon continued approval of Title III status, College Work-Study funds will be available without a matching requirement for participating units.

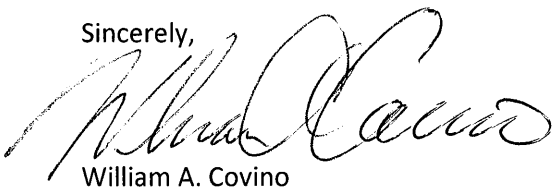
- Lottery Funds: Lottery funds will be allocated consistent with Trustees' policy and campus priorities. Discretionary Lottery funds will be restricted to critical University needs.

- Instructionally Related Activities: Requests for instructionally related activities will be processed in accordance with Administrative Procedure 217.

- Student Success Fee: Requests for Student Success Fee funding will be processed in accordance with Administrative Procedure 205.

Overall, Cal State LA is well positioned to achieve continued success in the upcoming year. We look forward to another productive year.

Sincerely,



William A. Covino
President