

**Fiscal Year 2019  
Plan and Budget**

**Presented to the  
Board of Regents  
University of Houston System  
May 24, 2018**

**Chancellor Renu Khator**

**University of Houston System  
FY2019 Plan and Budget**

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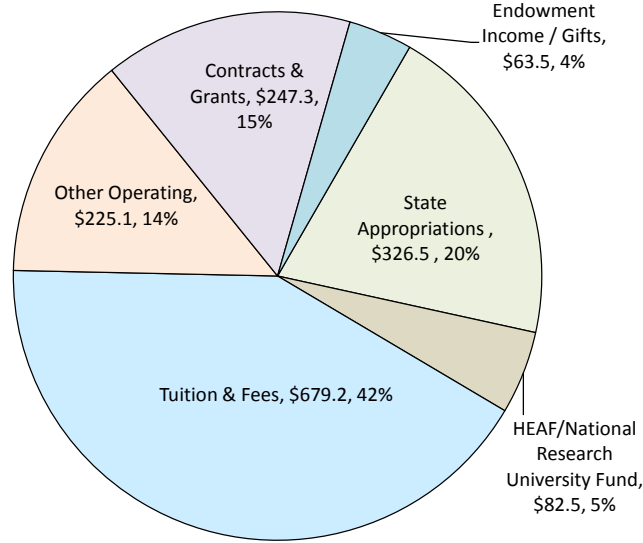
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# University of Houston System Budget

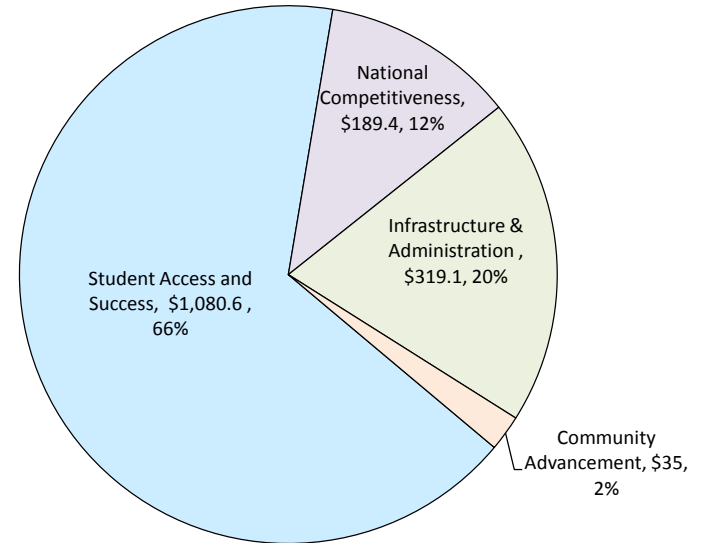
**FY2018**

Operating Budget Source of Funds



\* Includes Federal Financial Aid Total \$1,624.1 Million

Operating Budget Use of Funds



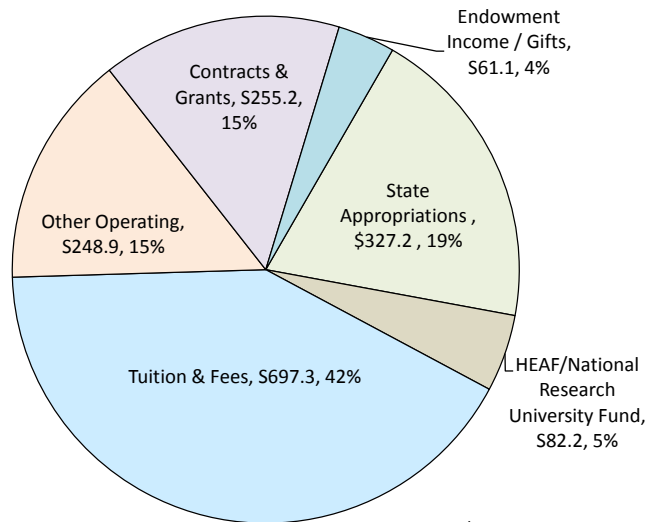
Total \$1,624.1 Million

**Total Budget**

	\$ Millions
Operating Budget	\$ 1,624.1
Capital Facilities	377.0
<b>Total</b>	<b>\$ 2,001.1</b>

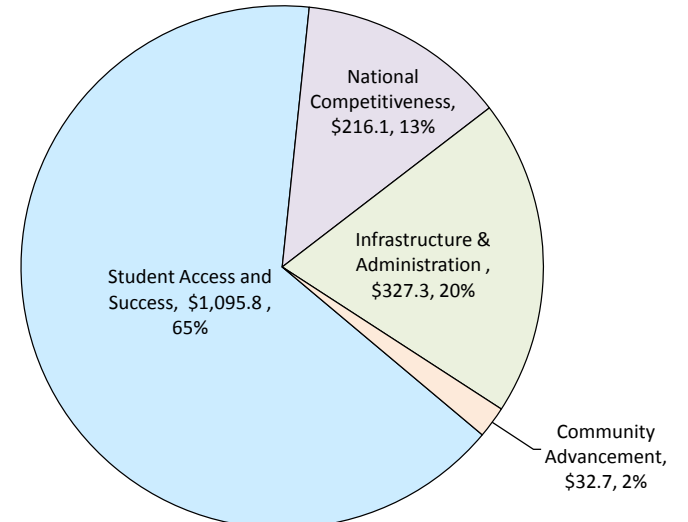
**FY2019**

Operating Budget Source of Funds



\* Includes Federal Financial Aid Total \$1,671.9 Million

Operating Budget Use of Funds



Total \$1,671.9 Million

**Total Budget**

	\$ Millions
Operating Budget	\$ 1,671.9
Capital Facilities	364.9
<b>Total</b>	<b>\$ 2,036.8</b>

**University of Houston System Capital Construction Budget**  
**FY2019 Project Expenditures by Campus**

<b>UH Capital Projects FY2019</b>	
<b>Description</b>	<b>FY2019</b>
Health & Bio Science 2	11,736,071
Quad Housing Replacement	48,000,000
Academic Building - Sugar Land	46,897,410
Garage #5	30,422,000
Fertitta Center	7,586,222
Garage #6	7,880,000
ACE Institute	2,782,214
HVAC SERC	2,446,484
Science Building Renovation	6,135,230
ERP Building 9	1,944,750
Capital Renewal Deferred Maintenance	8,000,000
Academic Building - Katy	30,201,364
<b>Total</b>	<b>204,031,745</b>

<b>UH-Clear Lake Capital Projects FY2019</b>	
<b>Description</b>	<b>FY2019</b>
Modular Building	76,111
STEM and Classroom Building	3,882,365
Health Sciences and Classroom Building	11,624,000
Freshmen Housing	14,880,900
Dining Facilities	1,100,000
Recreation and Wellness Center	2,000,000
Renovate Bayou and SSCB Vacated Space	2,550,000
Capital Renewal Deferred Maintenance	1,200,000
Parking Lot/Roadway Maintenance	100,000
	<b>37,413,377</b>

<b>UH-Downtown Capital Projects FY2019</b>	
<b>Description</b>	<b>FY2019</b>
STEM Building	52,213,359
Capital Renewal/Capital Improvement	1,469,375
Renovations/Adaptations	250,000
PeopleSoft Student	1,807,688
<b>Total</b>	<b>55,740,422</b>

<b>UH-Victoria Capital Projects FY2019</b>	
<b>Description</b>	<b>FY2019</b>
University Commons (Student Center/Library)	5,000,000
Sophomore Housing	17,800,000
Science, Technology Building (STEM)	23,000,000
Health and Wellness Center	4,500,000
Pedestrian walkways on Ben Wilson Street	6,800,000
Town Plaza Mall (UHV Extension)	8,823,782
Renovations (North, West and Center Buildings)	600,000
Campus Expansion	1,200,000
<b>Total</b>	<b>67,723,782</b>

<b>Total University of Houston System</b>	<b>364,909,325</b>
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<b>System Capital Projects Allocation</b>	
<b>Campus</b>	<b>% of Total</b>
University of Houston	55.9%
UH-Clear Lake	10.3%
UH-Downtown	15.3%
UH-Victoria	18.6%
<b>Total</b>	<b>100.0%</b>

**University of Houston System Operating Budget**  
**Revenues FY2015 - FY2019**  
**\$ in Millions**

	A 2015 Actual	B 2016 Actual	C 2017 Actual	D 2018 Budgeted	E 2019 <b>Proposed</b>
1 State Appropriations	\$ 280.7	\$ 301.7	\$ 305.8	\$ 326.5	\$ 327.2
2 HEAF/National Research University Fund	59.9	60.2	76.9	82.5	82.2
3 Tuition & Fees	606.5	642.0	664.5	679.2	697.3
4 Other Operating	161.0	182.0	191.7	225.1	248.9
5 Contracts & Grants	267.7	286.1	270.8	247.3	255.2
6 Endowment Income / Gifts	87.6	89.3	92.8	63.5	61.1
7 Total	<u>\$ 1,463.4</u>	<u>\$ 1,561.3</u>	<u>\$ 1,602.5</u>	<u>\$ 1,624.1</u>	<u>\$ 1,671.9</u>

\* Includes Federal financial aid

**University of Houston System Operating Budget**  
**Expenditures FY2015 - FY2019**  
**\$ in Millions**

	A 2015 Actual	B 2016 Actual	C 2017 Actual	D 2018 Budgeted	E 2019 <b>Proposed</b>
1 Student Access and Success	\$ 952.9	\$ 1,019.2	\$ 1,043.2	\$ 1,080.6	\$ 1,095.8
2 National Competitiveness	161.7	173.9	193.1	189.4	216.1
3 Infrastructure & Administration	208.9	218.4	295.0	319.1	327.3
4 Community Advancement	48.2	50.4	44.1	35.0	32.7
5 Total	<u>\$ 1,371.7</u>	<u>\$ 1,461.9</u>	<u>\$ 1,575.4</u>	<u>\$ 1,624.1</u>	<u>\$ 1,671.9</u>

**University of Houston System  
FY2019 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	FY2019 Total	FY2018 Total
1 Cost of Goods Sold	\$ -	\$ -	\$ 5,211	\$ 5,211	\$ 1,181,241	\$ 400	\$ 389,000	\$ -	\$ -	\$ 1,377,604	\$ 2,953,456	\$ 3,193,400
2 Tenure Track Faculty	188,775,535	6,208,625	10,707,170	205,691,330	88,432	-	6,250	-	20,000	36,722	205,865,585	200,831,873
3 Non-Tenure Track Faculty	37,828,671	8,883,746	3,163,204	49,875,621	102,263	-	-	-	-	-	49,977,884	47,871,384
4 Adjunct Faculty	18,465,987	1,577,120	1,619,645	21,662,752	63,163	23,000	-	-	-	-	21,753,915	21,332,324
5 Graduate Assistant	8,756,619	7,575,444	13,348,321	29,680,384	87,000	1,032,703	202,077	-	74,500	753,177	31,829,841	31,206,802
6 Exempt Staff	11,719,079	33,836,409	78,826,814	124,382,302	10,270,317	20,668,645	58,074,490	5,352,035	-	34,202,672	252,950,461	248,571,072
7 Non-Exempt Staff	4,505,330	4,840,106	23,301,220	32,646,656	4,064,144	8,334,191	15,717,605	15,797,249	-	8,465,818	85,025,663	83,814,122
8 Student Employees	822,095	391,291	5,077,501	6,290,887	198,306	1,282,227	409,364	137,651	824,977	4,374,954	13,518,366	13,187,322
9 Summer Instruction Salaries	6,995,216	2,259	794,600	7,792,075	-	-	-	-	-	-	7,795,075	7,317,696
10 Benefits	65,273,229	13,104,951	31,829,586	110,207,766	5,139,275	8,705,147	23,383,503	10,501,101	13,316	11,819,675	169,769,783	167,452,684
<b>11 Subtotal</b>	<b>343,141,761</b>	<b>76,419,951</b>	<b>168,668,061</b>	<b>588,229,773</b>	<b>20,012,900</b>	<b>40,068,764</b>	<b>97,793,289</b>	<b>31,788,036</b>	<b>937,793</b>	<b>59,656,018</b>	<b>838,486,573</b>	<b>821,585,279</b>
12 Capital	2,526,876	20,161,964	10,171,653	32,860,493	1,420,158	347,310	47,623,765	153,338	-	1,010,288	83,835,885	73,767,511
13 M&O	8,659,331	100,947,437	42,895,620	152,502,388	8,980,653	10,452,304	40,978,034	19,852,151	952,179	65,290,668	299,008,377	289,954,244
14 Travel & Business Expense	2,860,542	7,080,233	9,423,654	19,364,429	658,003	1,633,997	2,309,512	58,273	333,071	6,138,655	30,495,940	30,486,886
15 Debt Service	-	7,949,045	791,625	8,740,670	-	-	58,488,681	4,948,711	-	48,067,104	120,245,166	120,472,220
16 Utilities	-	-	450,000	450,000	343,484	6,000	2,564,401	20,137,581	-	9,508,704	33,010,170	34,301,298
17 Scholarship & Fellowship	823,358	3,560,128	15,544,588	19,928,074	58,879	144,739	207,192	-	242,776,025	791,799	263,906,708	250,238,385
<b>18 Subtotal</b>	<b>14,870,107</b>	<b>139,698,807</b>	<b>79,277,140</b>	<b>233,846,054</b>	<b>11,461,177</b>	<b>12,584,350</b>	<b>152,171,585</b>	<b>45,150,054</b>	<b>244,481,808</b>	<b>130,807,218</b>	<b>830,502,246</b>	<b>799,220,544</b>
<b>19 Total Expenditure Budget</b>	<b>\$ 358,011,868</b>	<b>\$ 216,118,758</b>	<b>\$ 247,950,412</b>	<b>\$ 822,081,038</b>	<b>\$ 32,655,318</b>	<b>\$ 52,653,514</b>	<b>\$ 250,353,874</b>	<b>\$ 76,938,090</b>	<b>\$ 245,419,601</b>	<b>\$ 191,840,840</b>	<b>\$ 1,671,942,275</b>	<b>\$ 1,623,999,223</b>

Expenditures by Campus	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	FY2019 Total	FY2018 Total
20 System Admin	-	1,014,343	1,346,195	2,360,538	-	411,388	56,166,544	515,890	15,751	-	59,470,111	59,188,931
21 University of Houston	246,949,152	208,812,722	183,458,386	639,220,260	29,350,413	29,633,970	143,480,549	53,902,755	165,019,281	168,896,948	1,229,504,176	1,186,634,101
22 UH-Clear Lake	43,347,405	3,812,173	19,216,341	66,375,919	10,000	7,016,384	20,808,755	7,619,958	22,602,740	8,577,982	133,011,738	131,492,900
23 UH-Downtown	48,153,816	2,195,300	32,848,196	83,197,312	2,799,435	7,891,197	23,434,688	11,348,735	45,563,148	8,900,566	183,135,081	182,749,219
24 UH-Victoria	19,561,495	284,220	11,081,294	30,927,009	495,470	7,700,575	6,463,338	3,550,752	12,218,681	5,465,344	66,821,169	63,934,072
<b>25 Total</b>	<b>\$ 358,011,868</b>	<b>\$ 216,118,758</b>	<b>\$ 247,950,412</b>	<b>\$ 822,081,038</b>	<b>\$ 32,655,318</b>	<b>\$ 52,653,514</b>	<b>\$ 250,353,874</b>	<b>\$ 76,938,090</b>	<b>\$ 245,419,601</b>	<b>\$ 191,840,840</b>	<b>\$ 1,671,942,275</b>	<b>\$ 1,623,999,223</b>



## **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 2019 Resources**

<u>Revenue Changes</u>		A
<b>Appropriations Bill</b>		
<u>General Revenue</u>		
1	Formula Funding	\$ (278,857)
2	State Matching Benefits	1,627,990
3	Tuition Revenue Bonds	(733,955)
4	National Research University Fund	(382,622)
5	Subtotal General Revenue	<u>232,556</u>
<b>Tuition and Fees</b>		
6	Consolidated Tuition and Fees	18,948,844
7	Recreation and Wellness Center	460,175
8	Student Service Fee	1,044,193
9	Student Center Fees	64,817
10	Residential Life and Housing	467,954
11	Parking Fees	2,836,065
12	Subtotal Tuition and Fees	<u>23,822,048</u>
<b>Other</b>		
13	Non-endow Inv Inc, Lab Fees	664,312
14	Indirect Cost	82,403
15	Transfer Among Components	871,155
16	Endowment Income	2,546
17	Auxiliary	114,600
18	Fund Balance	439,998
19	Subtotal Other	<u>2,175,014</u>
20	<b>Total Net Revenue</b>	<b><u>\$ 26,229,618</u></b>

<u>Reallocations/Reductions</u>		B
1	Reallocations/Reductions	\$ (7,697,578)
2	<b>Subtotal - Reallocations/Reductions</b>	<b><u>\$ (7,697,578)</u></b>

<u>Priority/Initiative Allocations</u>		C
3	<b>Priority 1. Student Success</b>	16,596,268
4	<b>Priority 2. National Competitiveness</b>	7,811,762
5	<b>Priority 3. University Infrastructure &amp; Administration</b>	9,277,573
6	<b>Priority 4. Community Advancement</b>	241,593
7	<b>Total Priority/Initiative Allocations</b>	<b><u>\$ 33,927,196</u></b>

8	<b>Total Net Reductions and New Allocations</b>	<b><u>\$ 26,229,618</u></b>
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**University of Houston System Combined**

**Table 1 - Sources & Uses**

(\$ in Millions)

	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>
	<b>Historical</b>	<b>-----Change-----</b>		<b>Current</b>	<b>-----Change-----</b>		<b>New</b>
	<b>FY2017 Budget</b>	<b>Dollars</b>	<b>Percent</b>	<b>FY2018 Budget</b>	<b>Dollars</b>	<b>Percent</b>	<b>FY2019 Budget</b>
<b><u>Operating &amp; Restricted Budget</u></b>							
<b>Source of Funds</b>							
1 State Appropriations	\$ 313.0	\$ 13.6	4.3%	\$ 326.5	\$ 0.6	0.2%	\$ 327.2
2 HEAF/NRUF	70.5	(2.0)	-2.8%	68.5	0.4	0.5%	68.8
3 Tuition & Fees	670.5	8.7	1.3%	679.2	18.4	2.7%	697.6
4 Other Operating	219.4	19.7	9.0%	239.1	23.0	9.6%	262.1
5 Contracts & Grants	255.3	(8.0)	-3.1%	247.2	7.9	3.2%	255.2
6 Endowment Income/Gifts	62.9	0.5	0.8%	63.5	(2.3)	-3.7%	61.1
<b>7 Total Sources</b>	<b>\$ 1,591.5</b>	<b>\$ 32.5</b>	<b>2.0%</b>	<b>\$ 1,624.1</b>	<b>\$ 47.9</b>	<b>3.0%</b>	<b>\$ 1,671.9</b>
<b>Use of Funds by Object</b>							
8 Salaries and Wages - Faculty	\$ 269.9	\$ 7.9	2.9%	\$ 277.8	\$ 8.8	3.2%	\$ 286.6
9 Salaries and Wages - Staff	380.3	(3.7)	-1.0%	376.6	5.6	1.5%	382.2
10 Benefits	158.1	9.3	5.9%	167.5	2.4	1.4%	169.8
11 M&O	339.9	(16.0)	-4.7%	323.8	8.4	2.6%	332.2
12 Capital	46.2	27.6	59.7%	73.8	10.1	13.6%	83.8
13 Scholarships	244.9	5.0	2.0%	249.8	15.0	6.0%	264.8
14 Debt Service	117.5	3.0	2.5%	120.5	(1.1)	-0.9%	119.4
15 Utilities	34.8	(0.5)	-1.3%	34.3	(1.3)	-3.8%	33.0
<b>17 Total Uses</b>	<b>\$ 1,591.5</b>	<b>\$ 32.5</b>	<b>2.0%</b>	<b>\$ 1,624.1</b>	<b>\$ 47.9</b>	<b>3.0%</b>	<b>\$ 1,671.9</b>
<b><u>Capital Facilities Budget</u></b>							
<b>Source of Funds</b>							
18 HEAF	\$ 13.8	\$ 0.3	2.0%	\$ 14.0	\$ (0.7)	-5.3%	\$ 13.3
19 Bonds	155.4	45.8	29.5%	201.2	63.5	31.6%	264.7
20 Gifts	19.5	(18.4)	-94.4%	1.1	14.6	1337.6%	15.7
21 Other	56.1	100.8	179.6%	156.9	(96.7)	-61.6%	60.2
22 HEAF Bond Proceeds/Insttit Funds	2.0	1.8	87.5%	3.8	7.3	193.3%	11.0
<b>23 Total Sources</b>	<b>\$ 246.7</b>	<b>\$ 130.3</b>	<b>50.0%</b>	<b>\$ 377.0</b>	<b>\$ (12.1)</b>	<b>-3.2%</b>	<b>\$ 364.9</b>
<b>Use of Funds by Object</b>							
24 Construction	\$ 195.9	\$ 116.4	59.4%	\$ 312.2	\$ (11.5)	-3.7%	\$ 300.7
25 Major Rehabilitation	33.4	17.3	51.7%	50.7	(18.0)	-35.4%	32.8
26 Acquisitions	17.4	(3.4)	-19.6%	14.0	17.4	124.3%	31.4
<b>27 Total Uses</b>	<b>\$ 246.7</b>	<b>\$ 130.3</b>	<b>50.0%</b>	<b>\$ 377.0</b>	<b>\$ (12.1)</b>	<b>-3.2%</b>	<b>\$ 364.9</b>
<b><u>Total Operating, Restricted and Capital Budget</u></b>							
<b>28</b>	<b>\$ 1,838.2</b>	<b>\$ 162.8</b>	<b>8.9%</b>	<b>\$ 2,001.1</b>	<b>\$ 35.9</b>	<b>1.8%</b>	<b>\$ 2,036.8</b>

**University of Houston System Combined**  
**Table 2 - Operations**

Source of Funds	FY2018	-----Change-----		FY2019
	Budget	Dollars	Percent	Budget
<b>General Funds</b>				
State General Revenue Appropriations				
Formula Funding	\$ 209,726,586	\$ (278,847)	-0.1%	\$ 209,447,739
Special Items	17,284,669	(10)	0.0%	17,284,659
National Research University Fund	5,682,622	(382,622)	-6.7%	5,300,000
Tuition Revenue Bonds	45,980,500	(733,995)	-1.6%	45,246,505
State Benefits Appropriation	53,406,546	1,661,288	3.1%	55,067,834
Dedicated Appropriations	120,304	(4,966)	-4.1%	115,338
Subtotal State General Revenue Appropriations	332,201,227	260,848	0.1%	332,462,075
Tuition and Fees				
Statutory Tuition	131,646,714	(742,809)	-0.6%	130,903,905
Lab/other Student Fees	99,083	(10,866)	-11.0%	88,217
Subtotal Tuition and Fees	131,745,797	(753,675)	-0.6%	130,992,122
HEAF	76,803,908			76,803,908
Indirect Cost	1,238,909			1,238,909
Aux Admin Chg/Other	311,542	(181,542)	-58.3%	130,000
Income on State Treasury Deposits	338,185	352,593	104.3%	690,778
Fund Balance	504,637	1,557,625	308.7%	2,062,262
<b>Subtotal General Funds</b>	543,144,205	1,235,849	0.2%	544,380,054
<b>Designated</b>				
Tuition and Fees				
Consolidated Tuition & Fees	439,437,309	17,568,500	4.0%	457,005,809
Voluntary Fees	20,889,132	(958,856)	-4.6%	19,930,276
Library Fee	2,774,039	(17,942)	-0.6%	2,756,097
Technology Fee	7,948,393	700,926	8.8%	8,649,319
Information Resource Fee	4,100,350	176,508	4.3%	4,276,858
Major/Department/Class Fees	14,105,879	157,184	1.1%	14,263,063
Subtotal Tuition and Fees	489,255,102	17,626,320	3.6%	506,881,422
Indirect Cost	18,232,548	246,315	1.4%	18,478,863
Investment Income on Non-Endowed Funds	3,474,281	373,363	10.7%	3,847,644
Endowment Income	10,381,074	16,231	0.2%	10,397,305
Contracts / Grants / Gifts	1,797,383	365,908	20.4%	2,163,291
Intellectual Property Management	30,000,000	15,300,000	51.0%	45,300,000
Self Supporting Organizations/Others	37,619,957	708,301	1.9%	38,328,258
Fund Balance	13,449,047	(4,115,150)	-30.6%	9,333,897
<b>Subtotal Designated Funds</b>	604,209,392	30,521,288	5.1%	634,730,680
<b>Auxiliary Enterprises</b>				
Student Fees				
Student Service Fee	34,123,576	1,043,953	3.1%	35,167,529
Recreation and Wellness Center	9,943,572	438,950	4.4%	10,382,522
University Center Fee	12,367,962			12,367,962
Other Student Fees	2,889,297	124,660	4.3%	3,013,957
Subtotal Student Fees	59,324,407	1,607,563	2.7%	60,931,970
Sales & Service - Student Housing	44,145,603	480,396	1.1%	44,625,999
Sales & Service - Parking	17,994,979	2,836,065	15.8%	20,831,044
Sales & Service - Athletics/Hotel/UC/Other	61,971,391	4,300,860	6.9%	66,272,251
Fund Balance	690,654	353,736	51.2%	1,044,390
<b>Subtotal Auxiliary Funds</b>	184,127,034	9,578,620	5.2%	193,705,654
<b>Total Current Operating Funds</b>	1,331,480,631	41,335,757	3.1%	1,372,816,388
Interfund Transfer	(16,021,080)	984,898	-6.1%	(15,036,182)
<b>Total Sources</b>	\$ 1,315,459,551	\$ 42,320,655	3.2%	\$ 1,357,780,206
<b>Use of Funds by Object</b>				
Salaries and Wages	\$ 599,500,436	\$ 11,043,758	1.8%	\$ 610,544,194
Benefits	152,514,744	6,255,663	4.1%	158,770,407
M&O	251,007,538	9,289,354	3.7%	260,296,892
Capital	64,110,669	12,830,091	20.0%	76,940,760
Scholarships	93,896,130	5,258,707	5.6%	99,154,837
Debt Service	120,472,220	(1,065,790)	-0.9%	119,406,430
Utilities	33,957,814	(1,291,128)	-3.8%	32,666,686
<b>Total Uses</b>	\$ 1,315,459,551	\$ 42,320,655	3.2%	\$ 1,357,780,206

**University of Houston System Combined**  
**Table 3 - Restricted**

<b>Source of Funds</b>	<b>FY2018</b>	<b>-----Change-----</b>		<b>FY2019</b>
	<b>Budget</b>	<b>Dollars</b>	<b>Percent</b>	<b>Budget</b>
<b>Restricted</b>				
Contracts and Grants				
Research	\$ 108,172,190	\$ 531,431	0.5%	\$ 108,703,621
Financial Aid	136,929,219	7,391,150	5.4%	144,320,369
Houston Public Media	2,145,342	2,449	0.1%	2,147,791
Gifts	42,240,935	(3,571,794)	-8.5%	38,669,141
Endowment Income	16,829,861	1,440,443	8.6%	18,270,304
Other Restricted	1,976,677	(162,214)	-8.2%	1,814,463
<b>Total Current Operating Funds</b>	<b>308,294,224</b>	<b>5,631,465</b>	<b>1.8%</b>	<b>313,925,689</b>
<b>Interfund Transfer</b>	<b>245,448</b>	<b>(9,067)</b>	<b>-3.7%</b>	<b>236,381</b>
<b>Total Sources</b>	<b>\$ 308,539,672</b>	<b>\$ 5,622,398</b>	<b>1.8%</b>	<b>\$ 314,162,070</b>
<b>Use of Funds by Object</b>				
<b>Salaries and Wages</b>	<b>\$ 54,852,159</b>	<b>\$ 3,443,001</b>	<b>6.3%</b>	<b>\$ 58,295,160</b>
<b>Benefits</b>	<b>10,609,319</b>	<b>442,150</b>	<b>4.2%</b>	<b>11,051,469</b>
<b>M&amp;O</b>	<b>77,134,372</b>	<b>(5,216,089)</b>	<b>-6.8%</b>	<b>71,918,283</b>
<b>Capital</b>	<b>9,656,842</b>	<b>(2,761,717)</b>	<b>-28.6%</b>	<b>6,895,125</b>
<b>Scholarships</b>	<b>155,943,496</b>	<b>9,715,053</b>	<b>6.2%</b>	<b>165,658,549</b>
<b>Utilities</b>	<b>343,484</b>			<b>343,484</b>
<b>Total Uses</b>	<b>\$ 308,539,672</b>	<b>\$ 5,622,398</b>	<b>1.8%</b>	<b>\$ 314,162,070</b>

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

<b>Employee Classification</b>	<b>FY2018 Budget</b>	<b>-----Change-----</b>		<b>FY2019 Budget</b>
		<b>FTE</b>	<b>Percent</b>	
Faculty	2,074	(13)	-0.6%	2,061
Part-time Faculty	1,347	6	0.4%	1,353
Professional Staff	2,629	(15)	-0.6%	2,614
Classified Staff	2,592	(17)	-0.7%	2,575
Temporary Staff	1,104	41	3.7%	1,145
<b>Total</b>	<b>9,746</b>	<b>2</b>	<b>0.0%</b>	<b>9,748</b>

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

	<b>FY2015 Actuals</b>	<b>FY2016 Actuals</b>	<b>FY2017 Actuals</b>	<b>FY2018 Budget</b>	<b>FY2019 Budget</b>	<b>FY19 vs FY18 \$ Change</b>
Semester Credit Hours						
Lower Division	642,519	657,568	664,439	695,678	704,279	8,601
Upper Division	688,969	711,800	738,357	750,460	775,348	24,888
Masters	177,550	183,809	179,541	176,931	178,589	1,658
Doctoral	30,504	34,365	30,547	32,006	31,977	(29)
Special Professional	54,177	54,756	55,681	58,168	58,750	582
Total	<u>1,593,719</u>	<u>1,642,298</u>	<u>1,668,565</u>	<u>1,713,243</u>	<u>1,748,943</u>	<u>35,700</u>
Semester Credit Hours-On/Off Campus						
On Campus	1,136,358	1,167,787	1,180,262	1,240,924	1,265,861	24,938
Off Campus	457,361	474,511	488,303	472,319	483,081	10,762
Total	<u>1,593,719</u>	<u>1,642,298</u>	<u>1,668,565</u>	<u>1,713,243</u>	<u>1,748,943</u>	<u>35,700</u>
Fall Headcount	68,422	70,017	70,802	72,069	73,742	1,673
Fall FTE	52,025	53,149	53,632	55,068	56,256	1,188

# University of Houston System Administration Budget

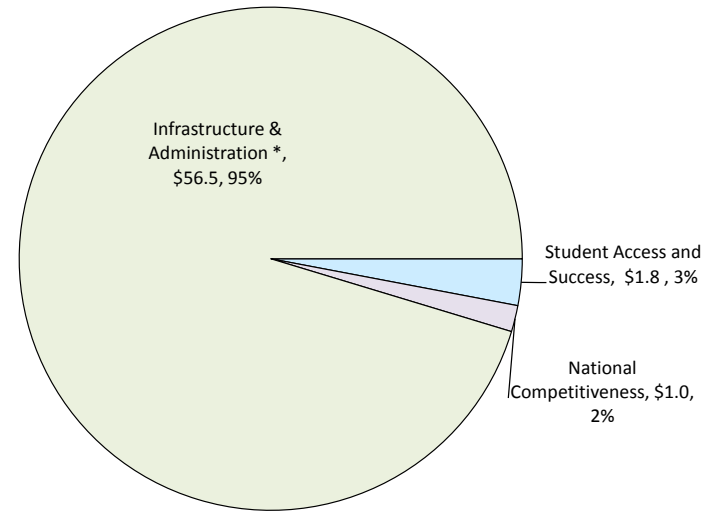
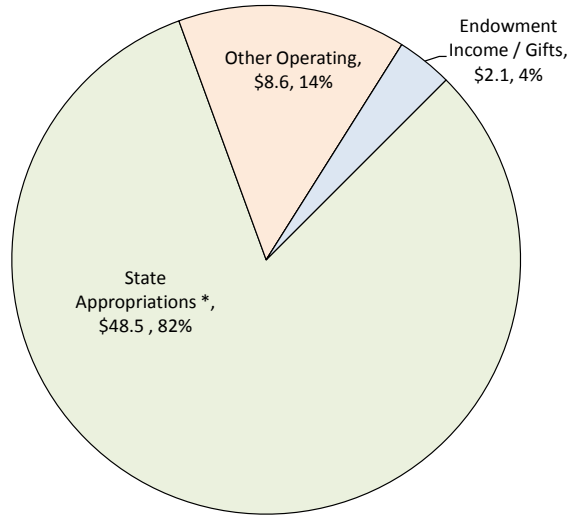
**FY2018**

Operating Budget Source of Funds

Operating Budget Use of Funds

**Total Budget**

	\$ Millions
Operating Budget	\$ 59.2
Capital Facilities	-
<b>Total</b>	<b>\$ 59.2</b>



\* Includes TRB debt service

Total \$59.2 Million

Total \$59.2 Million

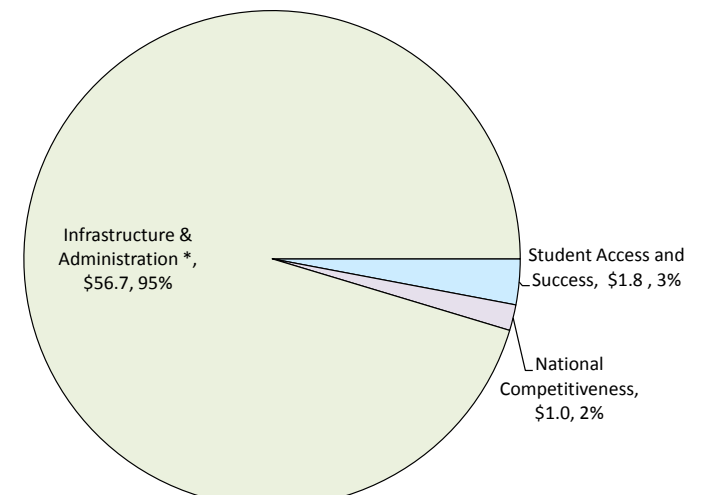
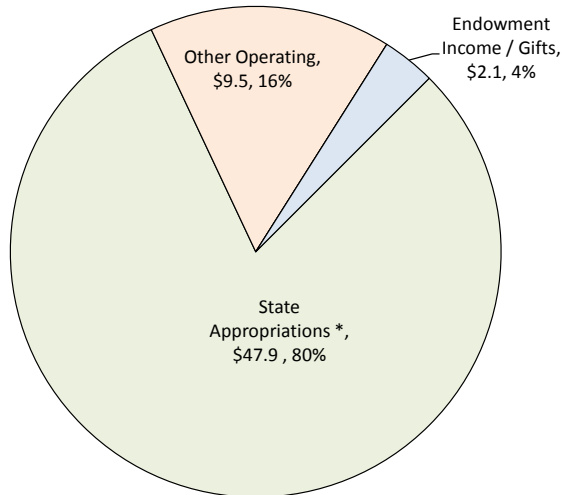
**FY2019**

Operating Budget Source of Funds

Operating Budget Use of Funds

**Total Budget**

	\$ Millions
Operating Budget	\$ 59.5
Capital Facilities	-
<b>Total</b>	<b>\$ 59.5</b>



\* Includes TRB debt service

Total \$59.5 Million

Total \$59.5 Million



**University of Houston System Administration Operating Budget**  
**Revenues FY2015 - FY2019**  
**\$ in Millions**

	A 2015 Actual	B 2016 Actual	C 2017 Actual	D 2018 Budgeted	E 2019 <b>Proposed</b>
1 State Appropriations *	\$ 25.9	\$ 25.0	\$ 25.7	\$ 48.5	\$ 47.9
2 Other Operating	8.1	6.9	5.4	8.6	9.5
3 Contracts & Grants	1.5	1.5	1.5	0.0	0.0
4 Endowment Income / Gifts	4.6	4.8	4.8	2.1	2.1
5 Total	<u>\$ 40.1</u>	<u>\$ 38.2</u>	<u>\$ 37.4</u>	<u>\$ 59.2</u>	<u>\$ 59.5</u>

\* Includes TRB debt service

**University of Houston System Administration Operating Budget**  
**Expenditures FY2015 - FY2019**  
**\$ in Millions**

	A 2015 Actual	B 2016 Actual	C 2017 Actual	D 2018 Budgeted	E 2019 <b>Proposed</b>
1 Student Access and Success	\$ 1.5	\$ 1.4	\$ 1.5	\$ 1.8	\$ 1.8
2 National Competitiveness	1.0	1.0	1.1	1.0	1.0
3 Infrastructure & Administration *	32.7	33.4	41.1	56.5	56.7
4 Community Advancement	0.0	0.0	0.0	0.0	0.0
5 Total	<u>\$ 35.2</u>	<u>\$ 35.8</u>	<u>\$ 43.7</u>	<u>\$ 59.2</u>	<u>\$ 59.5</u>

\* Includes TRB debt service

**University of Houston System Administration  
FY 2019 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	FY2019	Total	FY2018 Total
1 Exempt Staff	\$ -	\$ 445,485	\$ 774,525	\$ 1,220,010	\$ -	\$ 336,150	\$ 6,846,625	\$ 45,789	\$ -	\$ -	\$ 8,448,574		\$ 8,081,450
2 Non-Exempt Staff			77,539	77,539			96,779	100,482				274,800	234,036
3 Student Employees							15,000					15,000	30,000
4 Benefits		84,727	205,290	290,017		65,638	2,194,008	42,387				2,592,050	2,052,075
5 Subtotal		530,212	1,057,354	1,587,566		401,788	9,152,412	188,658				11,330,424	10,397,561
6 M&O		484,131	92,649	576,780		9,600	1,225,221	325,232				2,136,833	2,067,637
7 Travel & Business Expense			1,401	1,401			366,215	2,000				369,616	344,473
8 Debt Service							45,246,505					45,246,505	45,980,501
9 Scholarship & Fellowship			194,791				176,192		15,751			386,734	398,759
10 Subtotal		484,131	288,841	772,972		9,600	47,014,133	327,232	15,751			48,139,688	48,791,370
11 Total Expenditure Budget	\$ -	\$ 1,014,343	\$ 1,346,195	\$ 2,360,538	\$ -	\$ 411,388	\$ 56,166,545	\$ 515,890	\$ 15,751	\$ -	\$ 59,470,112		\$ 59,188,931

**University of Houston System Administration**  
**Appendix A - Allocation of New FY 2019 Resources**

<u>Revenue Changes</u>		A
<b>Appropriations Bill</b>		
<u>General Revenue</u>		
1	Tuition Revenue Bonds	\$ (733,955)
2	State Matching Benefits	<u>203,079</u>
3	Subtotal General Revenue	<u>(530,876)</u>
<b>Other</b>		
4	Endow/Inv Interest Income	<u>2,546</u>
5	Subtotal Other	<u>2,546</u>
6	<b>Total Net Revenue</b>	<b><u>\$ (528,330)</u></b>

<u>Priority/Initiative Allocations</u>		B
<b>Priority 3. University Infrastructure &amp; Administration</b>		
1	Tuition Revenue Bond Debt Service	\$ (733,955)
2	Administrative Operations	<u>205,625</u>
3	Subtotal - University Infrastructure & Administration	<u>(528,330)</u>
4	<b>Total Priority/Initiative Allocations</b>	<b><u>\$ (528,330)</u></b>

\*Resources to support benefit costs.

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

	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>
	<b>Historical</b>	<b>-----Change-----</b>		<b>Current</b>	<b>-----Change-----</b>		<b>New</b>
	<b>FY2017 Budget</b>	<b>Dollars</b>	<b>Percent</b>	<b>FY2018 Budget</b>	<b>Dollars</b>	<b>Percent</b>	<b>FY2019 Budget</b>
<b><u>Operating &amp; Restricted Budget</u></b>							
<b>Source of Funds</b>							
1 State Appropriations	\$ 34.7	\$ 13.8	39.7%	\$ 48.5	\$ (0.5)	-1.1%	\$ 47.9
4 Other Operating	8.1	0.5	6.5%	8.6	0.9	10.0%	9.4
6 Endowment Income/Gifts	2.2	(0.0)	-0.5%	2.1	(0.1)	-2.3%	2.1
<b>7 Total Sources</b>	<b>\$ 44.9</b>	<b>\$ 14.3</b>	<b>31.9%</b>	<b>\$ 59.2</b>	<b>\$ 0.3</b>	<b>0.5%</b>	<b>\$ 59.5</b>
<b>Use of Funds by Object</b>							
9 Salaries and Wages - Staff	\$ 8.2	\$ 0.2	2.5%	\$ 8.4	\$ 0.4	4.7%	\$ 8.7
10 Benefits	1.9	0.2	10.8%	2.1	0.5	26.3%	2.6
11 M&O	3.5	(0.7)	-19.5%	2.8	0.1	2.8%	2.9
14 Debt Service	31.4	14.6	46.3%	46.0	(0.7)	-1.6%	45.3
<b>17 Total Uses</b>	<b>\$ 44.9</b>	<b>\$ 14.3</b>	<b>31.9%</b>	<b>\$ 59.2</b>	<b>\$ 0.3</b>	<b>0.5%</b>	<b>\$ 59.5</b>
<b><u>Total Operating, Restricted and Capital Budget</u></b>							
28	\$ 44.9	\$ 14.3	31.9%	\$ 59.2	\$ 0.3	0.5%	\$ 59.5

**University of Houston-System Administration**  
**Table 2 - Operations**

	FY2018 Budget	-----Change-----		FY2019 Budget
		Dollars	Percent	
<b>Source of Funds</b>				
<b>General Funds</b>				
State General Revenue Appropriations				
General Revenue	\$ 1,545,472	\$ (2)	0.0%	\$ 1,545,470
Special Items	474,532	(1)	0.0%	474,531
Tuition Revenue Bonds	45,980,500	(733,995)	-1.6%	45,246,505
State Benefits Appropriation	469,869	203,079	43.2%	672,948
Subtotal State General Revenue Appropriations	48,470,373	(530,919)	-1.1%	47,939,454
<b>Designated</b>				
Investment Income on Non-Endowed Funds	111,217	39,204	35.3%	150,421
Endowment Income	1,677,011	(36,658)	-2.2%	1,640,353
Service Charge	7,291,958	1,557,909	21.4%	8,849,867
Fund Balance	1,178,012	(734,425)	-62.3%	443,587
Subtotal Designated Funds	10,258,198	826,030	8.1%	11,084,228
<b>Total Current Operating Funds</b>	58,728,571	295,111	0.5%	59,023,682
<b>Total Sources</b>	\$ 58,728,571	\$ 295,111	0.5%	\$ 59,023,682
<b>Use of Funds by Object</b>				
<b>Salaries and Wages</b>	\$ 8,345,486	\$ 392,888	4.7%	\$ 8,738,374
<b>Benefits</b>	2,052,075	539,975	26.3%	2,592,050
<b>M&amp;O</b>	2,350,509	96,244	4.1%	2,446,753
<b>Debt Service</b>	45,980,501	(733,996)	-1.6%	45,246,505
<b>Total Uses</b>	\$ 58,728,571	\$ 295,111	0.5%	\$ 59,023,682

**University of Houston-System Administration**  
**Table 3 - Restricted**

	FY2018 Budget	-----Change-----		FY2019 Budget
		Dollars	Percent	
<b>Source of Funds</b>				
<b>Restricted</b>				
Endowment Income	\$ 460,360	\$ (13,930)	-3.0%	\$ 446,430
<b>Current Operating Funds</b>	460,360	(13,930)	-3.0%	446,430
<b>Total Sources</b>	\$ 460,360	\$ (13,930)	-3.0%	\$ 446,430
<b>Use of Funds by Object</b>				
<b>M&amp;O</b>	\$ 460,360	\$ (13,930)	-3.0%	\$ 446,430
<b>Total Uses</b>	\$ 460,360	\$ (13,930)	-3.0%	\$ 446,430

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

<b>Employee Classification</b>	<b>FY2018 Budget</b>	<b>-----Change-----</b>		<b>FY2019 Budget</b>
		<b>FTE</b>	<b>Percent</b>	
Professional Staff	62	-	0.0%	62
Classified Staff	10	-	0.0%	10
<b>Total</b>	72	-	0.0%	72



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

	FY2018	-----Change-----		FY2019
	Budget	Dollars	Percent	Budget
<b>Use of Funds by Organization</b>				
Regents	\$ 325,341	\$ 1,250	0.4%	\$ 326,591
Chancellor	2,179,962	97,450	4.5%	2,277,412
Academic Affairs	1,053,085	(75,202)	-7.1%	977,883
Student Affairs	392,502	10,021	2.6%	402,523
Research	524,817	9,495	1.8%	534,312
Administration and Finance	1,439,481	82,990	5.8%	1,522,471
University Advancement	544,169	15,000	2.8%	559,169
Governmental Relations	1,345,684	92,319	6.9%	1,438,003
General Counsel	1,625,111	50,964	3.1%	1,676,075
Auditing	1,717,375	8,262	0.5%	1,725,637
Staff Benefits	832,858	619,962	74.4%	1,452,820
Institutional	187,000	116,597	62.4%	303,597
<b>Subtotal Operations</b>	<b>12,167,385</b>	<b>1,029,108</b>	<b>8.5%</b>	<b>13,196,493</b>
NASA Programs	474,532	(1)	0.0%	474,531
Other Uses				
Transfer to UH for Charter School	106,153			106,153
Debt Service	45,980,501	(733,996)	-1.6%	45,246,505
<b>Total Uses</b>	<b>\$ 58,728,571</b>	<b>\$ 295,111</b>	<b>0.5%</b>	<b>\$ 59,023,682</b>

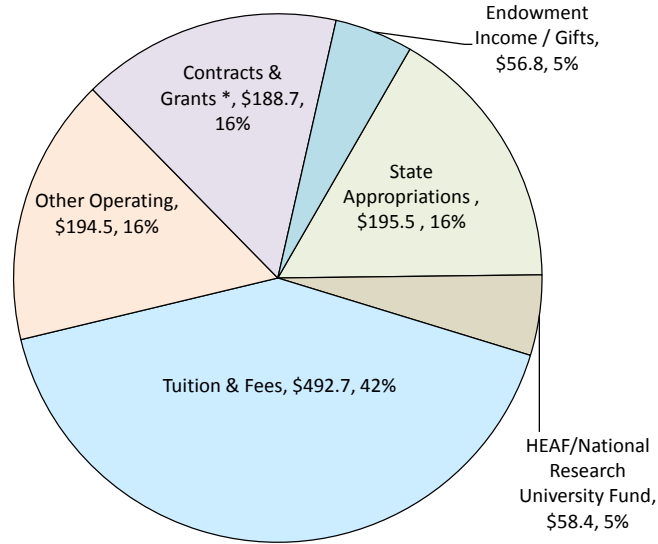
**University of Houston-System Administration**  
**Note to Table 3: Operations Expenditures By Organization**

	FY2018	-----Change-----		FY2019
	Budget	Dollars	Percent	Budget
<b>Use of Funds by Organization</b>				
Academic Affairs	\$ 460,360	\$ (13,930)	-3.0%	\$ 446,430
<b>Total Uses</b>	<b>\$ 460,360</b>	<b>\$ (13,930)</b>	<b>-3.0%</b>	<b>\$ 446,430</b>

# University of Houston Budget

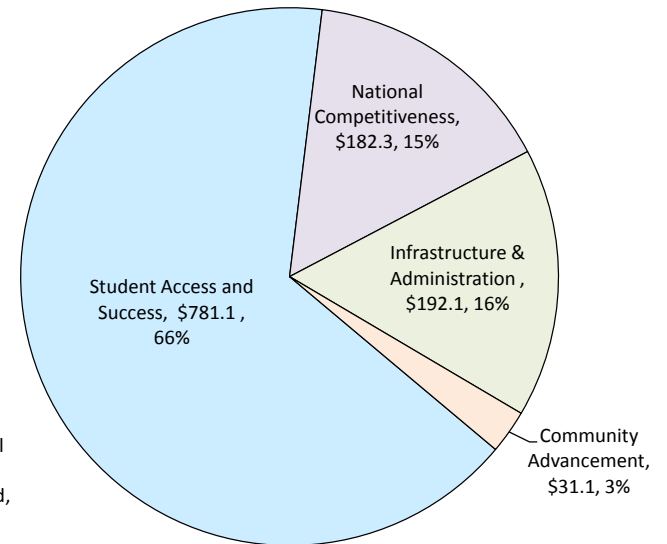
FY2018

Operating Budget Source of Funds



\* Includes Federal Financial Aid Total \$1,186.6 Million

Operating Budget Use of Funds



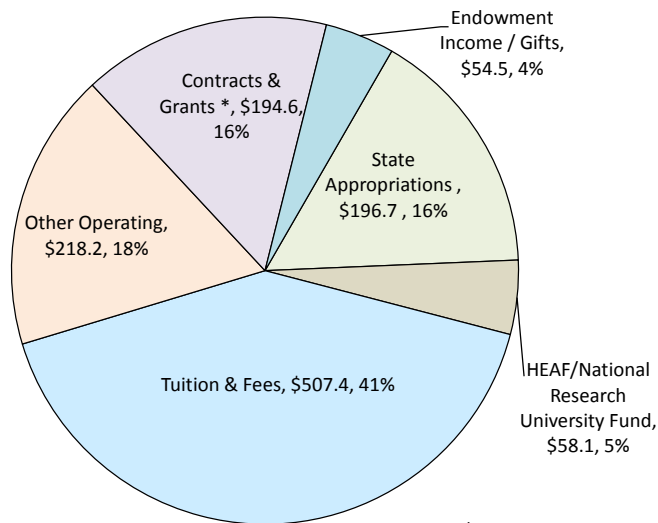
Total \$1,186.6 Million

**Total Budget**

	\$ Millions
Operating Budget	\$ 1,186.6
Capital Facilities	164.1
<b>Total</b>	<b>\$ 1,350.7</b>

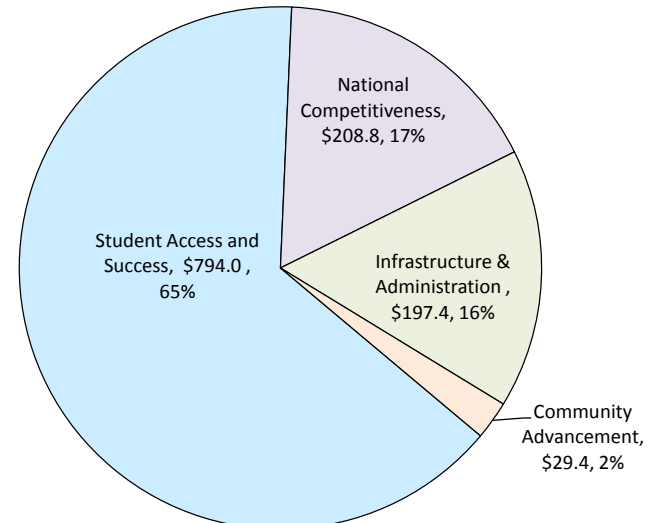
FY2019

Operating Budget Source of Funds



\* Includes Federal Financial Aid Total \$1,229.5 Million

Operating Budget Use of Funds



Total \$1,229.5 Million

**Total Budget**

	\$ Millions
Operating Budget	\$ 1,229.5
Capital Facilities	204.0
<b>Total</b>	<b>\$ 1,433.5</b>

**University of Houston Operating Budget**  
**Revenues FY2015 - FY2019**  
**\$ in Millions**

	A 2015 Actual	B 2016 Actual	C 2017 Actual	D 2018 Budgeted	E 2019 <b>Proposed</b>
1 State Appropriations	\$ 177.5	\$ 190.2	\$ 193.1	\$ 195.5	\$ 196.7
2 HEAF/National Research University Fund	44.9	44.2	52.8	58.4	58.1
3 Tuition & Fees	435.5	460.5	478.7	492.7	507.4
4 Other Operating	138.7	160.5	171.9	194.5	218.2
5 Contracts & Grants *	204.6	223.3	209.2	188.7	194.6
6 Endowment Income / Gifts	76.8	80.2	83.3	56.8	54.5
7 Total	<u>\$ 1,078.0</u>	<u>\$ 1,158.9</u>	<u>\$ 1,189.0</u>	<u>\$ 1,186.6</u>	<u>\$ 1,229.5</u>

\* Includes Federal financial aid

**University of Houston Operating Budget**  
**Expenditures FY2015 - FY2019**  
**\$ in Millions**

	A 2015 Actual	B 2016 Actual	C 2017 Actual	D 2018 Budgeted	E 2019 <b>Proposed</b>
1 Student Access and Success	\$ 695.9	\$ 738.4	\$ 755.0	\$ 781.1	\$ 794.0
2 National Competitiveness	156.2	168.1	185.9	182.3	208.8
3 Infrastructure & Administration	119.0	124.8	181.8	192.1	197.4
4 Community Advancement	42.2	44.5	38.9	31.1	29.4
5 Total	<u>\$ 1,013.3</u>	<u>\$ 1,075.8</u>	<u>\$ 1,161.6</u>	<u>\$ 1,186.6</u>	<u>\$ 1,229.5</u>

**University of Houston**  
**FY2019 Operating Budget Expenditures by Function**

	A	B	C	D	E	F	G	H	I	J	K	L
<b>Expenditure Budget</b>	<b>Instruction</b>	<b>Research</b>	<b>Academic Support</b>	<b>Subtotal</b>	<b>Public Service</b>	<b>Student Services</b>	<b>Institutional Support</b>	<b>Physical Plant</b>	<b>Scholarships &amp; Fellowships</b>	<b>Auxiliary Enterprises</b>	<b>FY 2019 Total</b>	<b>FY 2018 Total</b>
<b>1 Cost of Goods Sold</b>	\$ -	\$ -	\$ 5,211	\$ 5,211	\$ 1,181,241	\$ 400	\$ -	\$ -	\$ -	\$ 1,369,604	\$ 2,556,456	\$ 2,696,400
2 Tenure Track Faculty	134,419,956	6,208,625	10,224,671	150,853,252	84,232		6,250		20,000		150,963,734	144,648,470
3 Non-Tenure Track Faculty	30,696,301	8,883,746	2,784,113	42,364,160	89,000	-	-		-		42,453,160	40,283,677
4 Adjunct Faculty	9,984,605	1,577,120	1,619,645	13,181,370	63,163	23,000	-		5,000		13,272,533	12,997,571
5 Graduate Assistant	8,008,730	7,575,444	13,255,217	28,839,391	87,000	1,002,582	202,077		74,500	738,694	30,944,244	30,478,305
6 Exempt Staff	6,645,698	31,069,286	57,138,716	94,853,700	9,191,847	11,384,141	34,478,904	3,795,529	-	29,216,135	182,920,256	178,874,503
7 Non-Exempt Staff	2,152,018	4,396,480	16,809,070	23,357,568	3,765,713	5,201,416	8,973,352	11,532,220		5,820,137	58,650,406	56,600,445
8 Student Employees	489,356	387,941	3,879,484	4,756,781	162,750	739,364	260,529	115,000	-	4,027,251	10,061,675	9,684,601
9 Summer Instruction Salaries	1,326,229	2,259	794,600	2,123,088						3,000	2,126,088	1,679,159
10 Benefits	43,596,074	12,429,142	23,012,217	79,037,433	4,700,056	4,697,720	13,190,505	8,023,213	13,316	9,716,057	119,378,300	117,213,851
<b>11 Subtotal</b>	<b>237,318,967</b>	<b>72,530,043</b>	<b>129,517,733</b>	<b>439,366,743</b>	<b>18,143,761</b>	<b>23,048,223</b>	<b>57,111,617</b>	<b>23,465,962</b>	<b>112,816</b>	<b>49,521,274</b>	<b>610,770,396</b>	<b>592,460,582</b>
12 Capital	2,475,376	20,161,964	2,640,747	25,278,087	1,420,158	18,000	45,301,414	-	420,533	990,288	73,428,480	62,847,008
13 M&O	4,196,966	97,636,315	26,998,005	128,831,286	7,621,716	5,180,809	26,208,789	12,744,788	952,179	60,087,867	241,627,434	233,533,782
14 Travel & Business Expense	2,134,485	6,975,227	8,496,893	17,606,605	581,174	1,235,799	1,545,553	23,500	333,071	5,556,197	26,881,899	25,971,849
15 Debt Service		7,949,045		7,949,045	-		13,242,176			41,600,358	62,791,579	66,077,939
16 Utilities			450,000	450,000	343,484	6,000	40,000	17,668,505		8,979,561	27,487,550	28,807,436
17 Scholarship & Fellowship	823,358	3,560,128	15,349,797	19,733,283	58,879	144,739	31,000		163,200,682	791,799	183,960,382	174,239,105
<b>18 Subtotal</b>	<b>9,630,185</b>	<b>136,282,679</b>	<b>53,935,442</b>	<b>199,848,306</b>	<b>10,025,411</b>	<b>6,585,347</b>	<b>86,368,932</b>	<b>30,436,793</b>	<b>164,906,465</b>	<b>118,006,070</b>	<b>616,177,324</b>	<b>591,477,119</b>
<b>19 Total Expenditure Budget</b>	<b>\$ 246,949,152</b>	<b>\$ 208,812,722</b>	<b>\$ 183,458,386</b>	<b>\$ 639,220,260</b>	<b>\$ 29,350,413</b>	<b>\$ 29,633,970</b>	<b>\$ 143,480,549</b>	<b>\$ 53,902,755</b>	<b>\$ 165,019,281</b>	<b>\$ 168,896,948</b>	<b>1,229,504,176</b>	<b>\$ 1,186,634,101</b>

## 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.

Each of the goals, university priorities, and budgeted resource initiatives outlined in the subsequent narrative correspond to and are summarized in the Appendix A (Allocation of New Resources) and Appendix B (Allocation of HEAF) tables which appear at the end of the narrative section.

### 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 2019, 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 additional tuition revenue to invest in the university's priorities. From fall 2008 through fall 2017, 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. The Here, We Go campaign is on target to achieve an historic goal of \$1 billion dollars that will greatly impact the university's ability to award scholarships, enrich student life with state of the art facilities, and retain top faculty.

As a result of these undertakings, the University of Houston has been able to plan for new initiatives as we enter the second year of the biennium in which 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. While these cuts were mitigated by one-time appropriations of \$5.3 million to support university operations and \$5 million to support the College of Pharmacy, there is no assurance that these appropriations will continue beyond FY2019. Therefore, the university will strategically utilize these funds in FY2019 in the event state support in these areas changes.

The FY2019 Plan and Budget has been developed within this context. As described in this plan, the University of Houston will invest \$20 million in new resources and \$52.8 million of 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.

	New		
	<u>Resources</u>	<u>HEAF</u>	<u>Total</u>
Student Success	\$8,228,286	\$29,394,672	\$37,622,958
National Competitiveness	6,444,417	5,500,000	11,944,417
University Infrastructure and Administration	5,312,863	17,875,382	23,188,245
Total	<u>\$19,985,566</u>	<u>\$52,770,054</u>	<u>\$72,755,620</u>



## 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:

	2017 Report	2018 Report
Total Enrollment	43,744	45,364
Total Degrees Awarded	9,596	9,448
Freshman 4-year Graduation Rate	30%	33%
Freshman 6-year Graduation Rate	51%	54%
Course Completion Rate	97%	97%
Freshman Acceptance Rate	59%	61%
Number of Doctorates Awarded	366	369

Looking across these measures, the university's most significant improvement this year occurred in the four-year graduation rate, which has increased three percentage points from last year. More importantly, the four-year graduation rates of African-American and Hispanic students – 28% and 25% respectively – are approaching the university average. The six-year graduation rate reached 54% this year 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), and improving the curriculum, as well as 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 academic 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	86.2%	81.6%
% Completing 30 SCH in First Year	80.0%	65.9%
% Completing 60 SCH by Second Year	67.9%	45.8%
Average GPA	2.97	2.77

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 314 to 369 (18%). To continue this trend will require continued financial investment over the next several years to recruit and retain the best students.

## **FY 2019 Budget Initiatives**

- *Graduate Tuition Fellowships (\$2,000,000 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. In FY2019, UH will invest \$2 million in the Graduate Tuition Fellowship program, which is a competitive award program administered by the Graduate School that covers the cost of in-state tuition and mandatory fees for doctoral students.
- *Enhanced Student Support Services (\$1,450,723 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 \$1.45 million in FY2019 to enhance student support services, including counseling and psychological services, career counseling, veteran services, and services for the LGBTQ/Women and Gender Resources Center.
- *Quality Enhancement Plan (\$600,000 New Resources)*  
In furtherance of the mission of student success, the University of Houston adopted its recent Quality Enhancement Plan to improve student learning through co-curricular learning engagement. The result of this plan—*The Cougar Initiative to Engage (CITE)*—aligns with UH’s mission that stresses learning, discovery, and engagement and promises to have an outsized influence in the community and the region because CITE recognizes the need for UH graduates not only to add their academic training to the workforce, but to contribute their ongoing self-reflection, creativity, and vision to the region and the world. These resources will provide operational support for the creation of the CITE program/office at UH.
- *Improved Campus Services (\$2,808,294 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 FY2019, the university will invest \$2.8 million to improve residential life & housing and parking.
- *Capital Renewal – Academic Infrastructure (\$13,050,357 HEAF)*  
In FY2019, the university will dedicate \$13.1 million for renovation of its core academic facilities. This includes renovations to the Science and Engineering Research Center and 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 (\$9,362,289 HEAF)*  
One of the university’s strategic priorities is to expand its educational programs and impact in the life sciences. In FY2019, the University of Houston will allocate \$9.4 million towards renovation and expansion of its life sciences facilities.

- *Debt Service – Academic & Research Infrastructure (\$6,982,026 HEAF)*

In FY2019, the university will use \$7 million of its HEAF to support debt service on bonds issued to finance the construction of the Classroom and Business Building, UH Health 2, and the Multi-Disciplinary Research and Engineering Building.

### Priority 1. Investment of Resources in FY 2019 Initiatives

	New Resources	HEAF	Total
Need-Based Financial Aid	\$1,369,269	\$0	\$1,369,269
Graduate Tuition Fellowships	2,000,000	0	2,000,000
Enhanced Student Support Services	1,450,723	0	1,450,723
Quality Enhancement Plan	600,000	0	600,000
Improved Campus Services	2,808,294	0	2,808,294
Capital Renewal – Academic Infrastructure	0	13,050,357	13,050,357
Capital Projects – Life Sciences Initiative	0	9,362,289	9,362,289
Debt Service – Academic & Research Infrastructure	0	6,982,026	6,982,026
<b>Total</b>	<b>\$8,228,286</b>	<b>\$29,394,672</b>	<b>\$37,622,958</b>

### 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:

	2017 Report	2018 Report
Total Research Expenditures	\$152M	\$161M
Federal Research Expenditures	\$61M	\$60M
Number of Graduate Programs Ranked in the Top 50	9	11
Number of Citations	82,557	105,039
Number of Post-Doctoral Appointees	264	263

In addition, several of the university's academic programs received important national recognitions this year:

- The Petroleum Engineering graduate program was ranked 13<sup>th</sup> nationally by U.S. News and World Report;
- The Graduate School of Social Work moved up from #38 in 2016 to #24 in 2018 in U.S. News and World Report;
- The Cyvia and Melvyn Wolff Center for Entrepreneurship at the C.T. Bauer College of Business is ranked #2 in the U.S. and on the list of the top 25 Best Undergraduate Programs for Entrepreneurs in 2018 by the Princeton Review and Entrepreneur Magazine; and
- UH Library's ranking among its Association of Research Libraries (ARL) peers rose from 76<sup>th</sup> in 2013 to 61<sup>th</sup> in 2017.

Finally, in order to support faculty research and productivity, it is essential that UH continue to build world-class facilities, labs, and infrastructure. To that end, the university completed the UH Health 2 building this fiscal year and is on schedule to complete phase 2 of the Multi-Disciplinary Research and Engineering Building in 2019. These buildings support the university's growing number of faculty and programs in engineering and the health sciences, and they also contain core research facilities available to researchers across the campus. Notably, the UH Health 2 building serves as the new home of the College of Pharmacy.

### **FY 2019 Budget Initiatives**

- *Faculty Hiring and Retention (\$6,444,417 New Resources)*

In FY2019, UH will make a \$6.4 million net investment, after accounting for a \$382,622 reduction in state funding from the National Research University Fund, in its national competitiveness priority. Specifically, UH will allocate \$1.6 million to enhance the university's ability to build a diverse, world-class faculty that is essential to ensuring quality in its academic programs and in achieving its research goals. In addition, to building a diverse, world-class faculty, retaining and promoting the university's most productive current faculty members is critical to achieving the university's goals. UH is investing an estimated \$3.9 million in a 2% merit pool for faculty in FY2019. In addition, UH will invest \$800,000 towards the Competitive Salary Adjustment initiative to address compensation issues for faculty members with outstanding records of performance and whose salaries were determined to be low relative to market. UH will also allocate an estimated \$560,000 for promotion and tenure, through which faculty are promoted from assistant to associate professor (with the granting of tenure) and from associate to full professor.

- *Academic Renovations & Faculty Start-up (\$5,500,000 HEAF)*

Building a Tier One university requires providing faculty with the facilities, equipment, and infrastructure they need to be effective scholars and researchers. In FY2019, the university will invest \$5.5 million in HEAF resources towards renovating existing space needs to accommodate programmatic changes or growing student and faculty populations as well as faculty start-up needs.

## Priority 2. Investment of Resources in FY 2019 Initiatives

	<u>New Resources</u>	<u>HEAF</u>	<u>Total</u>
Faculty Hiring and Retention	\$6,827,039	\$0	\$6,827,039
Academic Renovations & Faculty Start-up		5,500,000	5,500,000
National Research University Fund	-382,622	0	-382,622
Total	<u>\$6,444,417</u>	<u>\$5,500,000</u>	<u>\$11,944,417</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 approximately 980 acres of land, 161 buildings, and 14.4 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 two new buildings, one for its Sugar Land campus and the other for the new campus in Katy. Groundbreaking has recently occurred for the Sugar Land campus, and groundbreaking for the Katy campus is expected in 2018 as well. These new buildings will greatly expand UH's footprint with respect to instruction, research and the communities we serve. Furthermore, UH has launched its \$100 million core renovation capital improvement plan, which will renovate 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 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 \$825 million has been raised to date.

### FY 2019 Budget Initiatives

- *Staff Retention & Benefits (\$3,028,361 New Resources)*  
Maintaining a talented staff is important to building on the University of Houston's Tier One status. In FY2019, UH is investing \$3 million in a 2% merit pool for staff.
- *Campus Security, Information Technology, and Infrastructure (\$2,284,502 New Resources and 1,975,000 HEAF )*

In FY2019, the university will invest a total of \$4.3 million for IT infrastructure and campus safety improvements including new vehicles for campus police and security cameras, among other investments.

- *Annual Deferred Maintenance & Life Safety (\$12,000,000 HEAF)*  
The University of Houston will invest \$12 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 2019 Initiatives**

	New <u>Resources</u>	<u>HEAF</u>	<u>Total</u>
Staff Retention and Benefits	\$3,028,361	\$0	\$3,028,361
Annual Deferred Maintenance	0	12,000,000	12,000,000
Campus Security, Information Technology, and Infrastructure	2,284,502	1,975,000	4,259,502
Reserve for Capital Initiatives	0	3,900,382	3,900,382
<b>Total</b>	<b>\$5,312,863</b>	<b>\$17,875,382</b>	<b>\$23,188,245</b>

**University of Houston**  
**Appendix A - Allocation of New FY 2019 Resources**

<u>Revenue Changes</u>		A
<b>Appropriations Bill</b>		
1	General Revenue	\$ (195,721)
2	State Matching Benefits	1,424,911
3	National Research University Fund	(382,622)
4	Subtotal Appropriations	<u>846,568</u>
<b>Tuition and Fees</b>		
5	Consolidated Tuition and Fees	14,269,269
6	Student Service Fee	936,948
7	Recreation and Wellness Center	460,175
8	Residential Life and Housing	207,329
9	Parking Fees	2,600,965
10	Subtotal Tuition and Fees	<u>18,474,686</u>
<b>Other</b>		
11	Non-endow Inv Inc, Lab Fees	664,312
12	Subtotal Other	<u>664,312</u>
13	<b>Total Net Revenue</b>	<b><u>\$ 19,985,566</u></b>

<u>Reallocations/Reductions</u>		B
1	Reallocations	
2	<b>Subtotal - Reallocations</b>	<b><u>\$ -</u></b>

<u>Priority/Initiative Allocations</u>		C
<b>Priority 1. Student Success</b>		
1	Need-based Financial Aid	1,369,269
2	Graduate Tuition Fellowships	2,000,000
3	Enhanced Student Support Services	1,450,723
4	Quality Enhancement Plan	600,000
5	Improved Campus Services	2,808,294
6	Subtotal - Student Success	<u>8,228,286</u>
<b>Priority 2. National Competitiveness</b>		
7	Faculty Hiring and Retention	6,827,039
8	National Research University Fund	(382,622)
9	Subtotal - National Competitiveness	<u>6,444,417</u>
<b>Priority 3. University Infrastructure &amp; Administration</b>		
10	Staff Retention & Benefits	3,028,361
11	Campus Security, IT, and Infrastructure	2,284,502
12	Subtotal - University Infrastructure & Administration	<u>5,312,863</u>
13	<b>Total Priority/Initiative Allocations</b>	<b><u>\$ 19,985,566</u></b>

**14 Total Net Reallocations and New Allocations**      **\$ 19,985,566**

**University of Houston**  
**Appendix B - Allocation of FY 2019 HEAF**

<u>FY19 Allocation</u>	
<b>HEAF</b>	<b>\$ 52,770,054</b>

<u>Priority/Initiative</u>	<u>HEAF</u>
<b>Priority 1. Student Success</b>	
Capital Renewal - Academic Infrastructure	\$ 13,050,357
Capital Projects - Life Sciences Initiative	9,362,289
Debt Service - Academic and Research Infrastructure	6,982,026
Subtotal	<u>\$ 29,394,672</u>
<b>Priority 2. National Competitiveness</b>	
Academic Renovations & Faculty Start-up	5,500,000
Subtotal	<u>\$ 5,500,000</u>
<b>Priority 3. University Infrastructure &amp; Administration</b>	
Annual Deferred Maintenance & Life Safety	12,000,000
Campus Security, IT and Infrastructure	1,975,000
Reserve for Capital Initiatives	3,900,382
Subtotal	<u>\$ 17,875,382</u>
<b>Total Priority/Initiative Allocations</b>	<u><b>\$ 52,770,054</b></u>



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

	<b>FY2018</b>	<b>FY2019</b>
Funds from Endowed Scholarships	\$ 3,614,034	\$ 5,372,301
Premium Tuition Scholarships (Law)	70,000	50,000
Texas Grant Program Scholarships	23,000,000	23,000,000
Texas Public Education Grant (TPEG)	16,007,215	18,304,831
Honors Scholarships	8,000	8,000
International Education Fee Scholarship	120,205	200,000
Designated Tuition Financial Aid Set-Asides		
Undergraduate Scholarships	26,032,537	27,783,280
Graduate Scholarships	5,661,157	8,252,069
Pre-Med Scholarship	213,900	140,000
Merit Scholarships	8,449,980	8,585,000
UH Transfer Scholarships	581,250	275,000
UH Grant-in-Aid Scholarship	880,364	828,614
Doctoral Student Tuition Fellowship	13,800,000	13,800,000
Presidential Fellowship Stipend Augmentation	454,000	460,648
Federal Teach Grants	35,000	12,100
Federal College Work Study	1,664,000	1,669,000
Federal Pell Grants	55,000,000	62,552,000
Federal Supplemental Education Opportunity Grants (SEOG)	1,277,000	1,280,721
<b>Total</b>	<b>\$ 156,868,642</b>	<b>\$ 172,573,564</b>

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

	<b>A</b>		<b>B</b>		<b>C</b>		<b>D</b>		<b>E</b>		<b>F</b>		<b>G</b>	
	<u>Historical</u>		-----Change-----				<u>Current</u>		-----Change-----				<u>New</u>	
	FY2017 Budget		Dollars	Percent	FY2018 Budget		Dollars	Percent	FY2019 Budget		Dollars	Percent	FY2019 Budget	
<b>Operating &amp; Restricted Budget</b>														
<b>Source of Funds</b>														
1 State Appropriations	\$ 191.0		\$ 4.5	2.4%	\$ 195.5		\$ 1.2	0.6%	\$ 196.7					
2 HEAF/NRUF	52.2		(1.7)	-3.3%	50.5		(0.4)	-0.8%	50.1					
3 Tuition & Fees	476.7		16.0	3.4%	492.7		14.7	3.0%	507.4					
4 Other Operating	192.1		10.3	5.4%	202.5		23.7	11.7%	226.2					
5 Contracts & Grants	193.4		(4.7)	-2.4%	188.7		5.9	3.1%	194.6					
6 Endowment Income/Gifts	56.2		0.6	1.1%	56.9		(2.4)	-4.2%	54.5					
<b>7 Total Sources</b>	<b>\$ 1,161.6</b>		<b>\$ 25.0</b>	<b>2.2%</b>	<b>\$ 1,186.6</b>		<b>\$ 42.9</b>	<b>3.6%</b>	<b>\$ 1,229.5</b>					
<b>Use of Funds by Object</b>														
8 Salaries and Wages - Faculty	\$ 190.5		\$ 9.1	4.8%	\$ 199.6		\$ 9.2	4.6%	\$ 208.8					
9 Salaries and Wages - Staff	280.4		(4.7)	-1.7%	275.6		6.9	2.5%	282.6					
10 Benefits	108.7		8.5	7.8%	117.2		2.2	1.8%	119.4					
11 M&O	270.5		(8.3)	-3.1%	262.2		8.9	3.4%	271.1					
12 Capital	34.8		28.0	80.4%	62.8		10.6	16.8%	73.4					
13 Scholarships	168.2		6.0	3.6%	174.2		9.7	5.6%	184.0					
14 Debt Service	79.3		(13.3)	-16.7%	66.1		(3.3)	-5.0%	62.8					
15 Utilities	29.2		(0.4)	-1.2%	28.8		(1.3)	-4.6%	27.5					
<b>17 Total Uses</b>	<b>\$ 1,161.6</b>		<b>\$ 25.0</b>	<b>2.2%</b>	<b>\$ 1,186.6</b>		<b>\$ 42.9</b>	<b>3.6%</b>	<b>\$ 1,229.5</b>					

**Capital Facilities Budget**

<b>Source of Funds</b>														
18 HEAF	\$ 8.0		\$ -	0.0%	\$ 8.0		\$ -	0.0%	\$ 8.0					
19 Bonds	91.9		27.1	29.5%	119.0		39.8	33.4%	158.8					
20 Gifts	19.5		(18.4)	-94.4%	1.1		14.6	1334.3%	15.7					
21 Other	25.9		10.1	39.0%	36.0		(14.4)	-40.0%	21.6					
<b>23 Total Sources</b>	<b>\$ 145.2</b>		<b>\$ 18.8</b>	<b>13.0%</b>	<b>\$ 164.1</b>		<b>\$ 40.0</b>	<b>24.4%</b>	<b>\$ 204.0</b>					
<b>Use of Funds by Object</b>														
24 Construction	\$ 108.8		\$ 4.5	4.1%	\$ 113.3		\$ 42.0	37.1%	\$ 155.3					
25 Major Rehabilitation	21.6		16.2	74.8%	37.8		(19.2)	-51.0%	18.5					
26 Acquisitions	14.8		(1.8)	-12.4%	13.0		17.2	132.3%	30.2					
<b>27 Total Uses</b>	<b>\$ 145.2</b>		<b>\$ 18.8</b>	<b>13.0%</b>	<b>\$ 164.1</b>		<b>\$ 40.0</b>	<b>24.4%</b>	<b>\$ 204.0</b>					

**Total Operating, Restricted and Capital Budget**

28	\$ 1,306.9		\$ 43.9	3.4%	\$ 1,350.7		\$ 82.8	6.1%	\$ 1,433.5					
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**University of Houston**  
**Table 2 - Operations**

Source of Funds	FY2018	-----Change-----		FY2019
	Budget	Dollars	Percent	Budget
<b>General Funds</b>				
State General Revenue Appropriations				
Formula Funding	\$ 146,621,184	\$ (195,716)	-0.1%	\$ 146,425,468
Special Items	13,625,510	(5)	0.0%	13,625,505
National Research University Fund	5,682,622	(382,622)	-6.7%	5,300,000
State Benefits Appropriation	35,233,029	1,424,911	4.0%	36,657,940
Subtotal State General Revenue Appropriations	201,162,345	846,568	0.4%	202,008,913
Tuition and Fees				
Consolidated Tuition & Fees	90,329,067	1,237,248	1.4%	91,566,315
Lab/other Student Fees	95,083	(10,866)	-11.4%	84,217
Subtotal Tuition and Fees	90,424,150	1,226,382	1.4%	91,650,532
HEAF	52,770,054			52,770,054
Indirect Cost	1,238,909			1,238,909
Income on State Treasury Deposits	249,508	345,872	138.6%	595,380
Subtotal General Funds	345,844,966	2,418,822	0.7%	348,263,788
<b>Designated</b>				
Tuition and Fees				
Consolidated Tuition & Fees	337,983,859	13,032,021	3.9%	351,015,880
Voluntary Fees	20,889,132	(958,856)	-4.6%	19,930,276
Subtotal Tuition and Fees	358,872,991	12,073,165	3.4%	370,946,156
Indirect Cost	17,820,047	184,236	1.0%	18,004,283
Investment Income on Non-Endowed Funds	2,530,365	329,306	13.0%	2,859,671
Endowment Income	7,794,872	55,484	0.7%	7,850,356
Contracts / Grants / Gifts	260,000			260,000
Intellectual Property Management	30,000,000	15,300,000	51.0%	45,300,000
Arte Publico/Opt Clinic/Self Supp Org	21,272,630	554,239	2.6%	21,826,869
Aux Admin Chg/Other	4,700,000			4,700,000
Subtotal Designated Funds	443,250,905	28,496,430	6.4%	471,747,335
<b>Auxiliary Enterprises</b>				
Student Fees				
Student Service Fee	22,346,722	936,948	4.2%	23,283,670
Recreation and Wellness Center	8,711,250	460,175	5.3%	9,171,425
University Center Fees	12,367,962			12,367,962
Subtotal Student Fees	43,425,934	1,397,123	3.2%	44,823,057
Sales & Service - Student Housing	41,121,438	207,329	0.5%	41,328,767
Sales & Service - Parking	15,474,750	2,600,965	16.8%	18,075,715
Sales & Service - Athletics/Hotel/Other	59,997,218	4,145,443	6.9%	64,142,661
Subtotal Auxiliary Funds	160,019,340	8,350,860	5.2%	168,370,200
<b>Total Current Operating Funds</b>	<b>949,115,211</b>	<b>39,266,112</b>	<b>4.1%</b>	<b>988,381,323</b>
<b>Interfund Transfer</b>	<b>(8,000,000)</b>	<b>-</b>	<b>-</b>	<b>(8,000,000)</b>
<b>Total Sources</b>	<b>\$ 941,115,211</b>	<b>\$ 39,266,112</b>	<b>4.2%</b>	<b>\$ 980,381,323</b>
<b>Use of Funds by Object</b>				
Salaries and Wages	\$ 423,269,478	\$ 13,166,257	3.1%	\$ 436,435,735
Benefits	102,744,381	6,107,871	5.9%	108,852,252
M&O	194,687,492	9,438,347	4.8%	204,125,839
Capital	53,215,052	13,350,822	25.1%	66,565,874
Scholarships	72,656,917	1,809,061	2.5%	74,465,978
Debt Service	66,077,939	(3,286,360)	-5.0%	62,791,579
Utilities	28,463,952	(1,319,886)	-4.6%	27,144,066
<b>Total Uses</b>	<b>\$ 941,115,211</b>	<b>\$ 39,266,112</b>	<b>4.2%</b>	<b>\$ 980,381,323</b>

**University of Houston**  
**Table 3 - Restricted**

	<b>FY2018 Budget</b>	<b>-----Change-----</b>		<b>FY2019 Budget</b>
		<b>Dollars</b>	<b>Percent</b>	
<b>Source of Funds</b>				
<b>Restricted</b>				
Contracts and Grants				
Research	\$ 102,230,689	\$ 312,515	0.3%	\$ 102,543,204
Financial Aid	84,291,262	5,576,821	6.6%	89,868,083
Houston Public Media	2,145,342	2,449	0.1%	2,147,791
Gifts	40,777,035	(3,555,544)	-8.7%	37,221,491
Endowment Income	14,978,656	1,403,722	9.4%	16,382,378
Other Restricted	1,095,906	(136,000)	-12.4%	959,906
<b>Total Current Operating Funds</b>	<b>245,518,890</b>	<b>3,603,963</b>	<b>1.5%</b>	<b>249,122,853</b>
<b>Total Sources</b>	<b>\$ 245,518,890</b>	<b>\$ 3,603,963</b>	<b>1.5%</b>	<b>\$ 249,122,853</b>
<b>Use of Funds by Object</b>				
<b>Salaries and Wages</b>	\$ 51,977,253	\$ 2,979,108	5.7%	\$ 54,956,361
<b>Benefits</b>	10,140,849	385,199	3.8%	10,526,048
<b>M&amp;O</b>	71,843,160	(4,903,210)	-6.8%	66,939,950
<b>Capital</b>	9,631,956	(2,769,350)	-28.8%	6,862,606
<b>Scholarships</b>	101,582,188	7,912,216	7.8%	109,494,404
<b>Utilities</b>	343,484			343,484
<b>Total Uses</b>	<b>\$ 245,518,890</b>	<b>\$ 3,603,963</b>	<b>1.5%</b>	<b>\$ 249,122,853</b>

**University of Houston**

**Table 4 - Capital Projects**

	-----Project Expenditures-----			Total Project Budget	-----Funded From-----			
	Project to Date (1)	FY2019 Budget	Future Year Budgets		HEAF	Revenue Bonds	Gifts	Other
<b>New Construction</b>								
Health & Bio Science 2	\$ 150,378,332	\$ 11,736,071	\$ -	\$ 162,114,403	\$ 55,258,584	\$ 93,277,529	\$ 104,760	\$ 13,473,530
Quad Housing Replacement	19,520,000	48,000,000	29,280,000	96,800,000		96,800,000		
Academic Building - Sugar Land	6,135,230	46,897,410	991,660	54,024,300		50,300,000		3,724,300
Garage #5	14,574,940	30,422,000	17,753,060	62,750,000		44,000,000	1,000,000	17,750,000
Fertitta Center	54,000,000	7,586,222		61,586,222	717,114	26,369,108	34,500,000	
Indoor Football Practice Facility	18,750,000			18,750,000			2,446,484	16,303,516
Garage #6		7,880,000	50,000,000	57,880,000		57,880,000		
ACE Institute	17,786	2,782,214		2,800,000		1,300,000	1,500,000	
<b>Subtotal New Construction</b>	<b>\$ 263,376,288</b>	<b>\$ 155,303,917</b>	<b>\$ 98,024,720</b>	<b>\$ 516,704,925</b>	<b>\$ 55,975,698</b>	<b>\$ 369,926,637</b>	<b>\$ 39,551,244</b>	<b>\$ 51,251,346</b>
<b>Major Repair and Rehabilitation</b>								
Cougar Sub Station Project	\$ 24,000,000	\$ -	\$ -	\$ 24,000,000	\$ 24,000,000	\$ -	\$ -	\$ -
HVAC SERC	3,936,893	2,446,484	2,616,623	9,000,000	9,000,000			
Science Building Renovation	7,779,000	6,135,230	1,085,770	15,000,000	15,000,000			
ERP Building 9	5,834,250	1,944,750		7,779,000	7,779,000			
ERP Tiger Trail Security Fence	1,176,000			1,176,000		530,921		645,079
<b>Projects Budgeted Annually</b>								
Capital Renewal Deferred Maintenance		8,000,000		8,000,000	8,000,000			
<b>Subtotal Major Repairs &amp; Rehabilitation</b>	<b>\$ 42,726,143</b>	<b>\$ 18,526,464</b>	<b>\$ 3,702,393</b>	<b>\$ 64,955,000</b>	<b>\$ 63,779,000</b>	<b>\$ 530,921</b>	<b>\$ -</b>	<b>\$ 645,079</b>
<b>UH System Tuition Revenue Bond</b>								
Academic Building - Katy	\$ 2,799,296	\$ 30,201,364	\$ -	\$ 33,000,660		\$ 30,422,000		\$ 2,578,660
<b>Subtotal Acquisitions</b>	<b>\$ 2,799,296</b>	<b>\$ 30,201,364</b>	<b>\$ -</b>	<b>\$ 33,000,660</b>	<b>\$ -</b>	<b>\$ 30,422,000</b>	<b>\$ -</b>	<b>\$ 2,578,660</b>
<b>Total</b>	<b>\$ 308,901,727</b>	<b>\$ 204,031,745</b>	<b>\$ 101,727,113</b>	<b>\$ 614,660,585</b>	<b>\$ 119,754,698</b>	<b>\$ 400,879,558</b>	<b>\$ 39,551,244</b>	<b>\$ 54,475,085</b>

(1) Project expenditures to date, estimated through August 31, 2018

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

<b>Employee Classification</b>	<b>FY2018 Budget</b>	<b>-----Change-----</b>		<b>FY2019 Budget</b>
		<b>FTE</b>	<b>Percent</b>	
Faculty	1,404	6	0.4%	1,410
Part-time Faculty	951			951
Professional Staff	1,633			1,633
Classified Staff	1,892			1,892
Temporary Staff	760			760
<b>Total</b>	<b>6,640</b>	<b>6</b>	<b>0.1%</b>	<b>6,646</b>

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

	<b>FY2015 Actuals</b>	<b>FY2016 Actuals</b>	<b>FY2017 Actuals</b>	<b>FY2018 Budget</b>	<b>FY2019 Budget</b>	<b>FY19 vs FY18 Change</b>
Semester Credit Hours						
Lower Division	461,809	486,881	496,196	516,135	531,619	15,484
Upper Division	375,230	395,523	420,981	441,065	454,297	13,232
Masters	88,088	88,583	88,243	92,869	95,655	2,786
Doctoral	29,124	32,751	29,158	30,506	30,506	-
Special Professional	54,177	54,756	55,681	58,168	58,750	582
<b>Total</b>	<b>1,008,428</b>	<b>1,058,494</b>	<b>1,090,259</b>	<b>1,138,743</b>	<b>1,170,827</b>	<b>32,084</b>
Semester Credit Hours-On/Off Campus						
On Campus	789,030	813,930	827,961	893,913	919,099	25,186
Off Campus	219,398	244,564	262,298	244,830	251,728	6,898
<b>Total</b>	<b>1,008,428</b>	<b>1,058,494</b>	<b>1,090,259</b>	<b>1,138,743</b>	<b>1,170,827</b>	<b>32,084</b>
Fall Headcount	40,914	42,704	43,774	45,364	46,724	1,360
Fall FTE	33,379	34,847	35,795	37,335	38,455	1,120

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

Sources	FY2018	-----Change-----		FY2019
	Budget	Dollars	Percent	Budget
Current Year Revenue	\$ 22,346,722	\$ 936,948	4.2%	\$ 23,283,670
Budgeted Fund Balance	1,367,988	(63,381)	-4.6%	1,304,607
<b>Total Sources</b>	<b>\$ 23,714,710</b>	<b>\$ 873,567</b>	<b>3.7%</b>	<b>\$ 24,588,277</b>
<b>Allocations</b>				
A.D. Bruce Religion Center	\$ 217,443	\$ -		\$ 217,443
Activities Funding Board	166,999	14,121	8.5%	181,120
Band Program/Spirit Squad	286,400			286,400
Blaffer Gallery	21,500			21,500
Business Services	883,166	(41,390)	-4.7%	841,776
Center for Student Involvement (CSI)	773,546			773,546
Campus Recreation	302,493			302,493
Center for Diversity & Inclusion (CDI)	254,671			254,671
Center for Fraternity & Sorority Life (CFSL)	341,479	6,844	2.0%	348,323
Center for Student Media (CSM)	197,276			197,276
Center for Students with Disabilities (CSD)	372,652			372,652
Children's Learning Center	113,329			113,329
Coog Radio	26,877	8,110	30.2%	34,987
Cougars in Recovery	73,584	7,540	10.2%	81,124
Council for Cultural Activities	155,760			155,760
Counseling & Psych. Svcs.	2,073,043	43,074	2.1%	2,116,117
Dean of Students Office	1,127,942	(11,279)	-1.0%	1,116,663
Speech & Debate	39,992			39,992
Frontier Fiesta	173,260			173,260
Health Center	1,741,541	237,212	13.6%	1,978,753
Homecoming	70,879			70,879
Intercollegiate Athletics	4,407,707			4,407,707
Intercollegiate Athletics-Stadium	3,563,778	(2,247)	-0.1%	3,561,531
Intercollegiate Athletics-Basketball Dev Facility	805,920	5,872	0.7%	811,792
LGBTQ Center	96,347	47,753	49.6%	144,100
Metropolitan Vol. Prog.	71,134	3,869	5.4%	75,003
Student Affairs Information Technology (DSAIT)	916,640	12,879	1.4%	929,519
Student Center	549,540	2,851	0.5%	552,391
Student Government Association	150,452			150,452
Student Program Board	160,591			160,591
Student Video Network	78,378			78,378
The Cougar	49,833			49,833
UH Wellness	316,622			316,622
Univ. Career Services	914,630	169,917	18.6%	1,084,547
Urban Experience	146,072	21,751	14.9%	167,823
Veterans Svc. Office	194,465	57,530	29.6%	251,995
Vice President for Student Affairs	1,215,544	29,550	2.4%	1,245,094
SFAC Operating	7,000			7,000
Salary Mandate & Adjustments	250,000			250,000
FY19 Allocation of Merit Effective 01/01/18	-	168,977		168,977
SSF Unallocated Reserve	406,225	90,633	22.3%	496,858
<b>Total Allocations</b>	<b>\$ 23,714,710</b>	<b>\$ 873,567</b>	<b>3.7%</b>	<b>\$ 24,588,277</b>



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

	FY2018	-----Change-----		FY2019
	Budget	Dollars	Percent	Budget
<b>Use of Funds by Organization</b>				
<b>President</b>	\$ 4,232,505	\$ 123,057	2.9%	\$ 4,355,562
<b>University Mkt, Comm &amp; Media</b>	5,061,548	81,451	1.6%	5,142,999
<b>University Advancement</b>	14,352,645	190,398	1.3%	14,543,043
<b>Student Affairs</b>	103,870,425	6,983,712	6.7%	110,854,137
<b>Research Division</b>	45,650,055	19,600,417	42.9%	65,250,472
<b>Academic Affairs</b>				
Office of the Provost	55,390,269	(802,098)	-1.4%	54,588,171
Library	20,392,456	389,424	1.9%	20,781,880
Architecture	6,173,491	450,863	7.3%	6,624,354
Business Administration	43,002,264	1,063,187	2.5%	44,065,451
Education	14,964,538	1,113,548	7.4%	16,078,086
Engineering	37,247,979	2,094,993	5.6%	39,342,972
Hotel & Restaurant Management	13,246,378	200,910	1.5%	13,447,288
Law	24,362,734	412,668	1.7%	24,775,402
Liberal Arts and Social Sciences	57,725,696	(237,683)	-0.4%	57,488,013
The College of Arts	14,656,876	1,061,895	7.2%	15,718,771
Natural Sciences & Mathematics	55,601,759	1,635,398	2.9%	57,237,157
Optometry	21,636,150	660,270	3.1%	22,296,420
Pharmacy	20,139,908	672,341	3.3%	20,812,249
Social Work	4,972,744	330,617	6.6%	5,303,361
Technology	16,096,061	743,174	4.6%	16,839,235
School of Nursing	3,508,637	62,038	1.8%	3,570,675
Honors	4,936,580	313,859	6.4%	5,250,439
<b>Subtotal Academic Affairs</b>	<b>\$ 414,054,520</b>	<b>\$ 10,165,404</b>	<b>2.5%</b>	<b>\$ 424,219,924</b>
<b>Administration and Finance</b>	111,433,189	5,574,861	5.0%	117,008,050
<b>Institutional Initiatives Reserve</b>	11,994,545	172,388	1.4%	12,166,933
<b>Utilities</b>	28,463,952	(1,325,916)	-4.7%	27,138,036
<b>Staff Benefits</b>	51,880,095	2,438,911	4.7%	54,319,006
<b>Athletics</b>	31,920,595	2,966,317	9.3%	34,886,912
<b>Institutional Reserves</b>	17,346,678	2,105,909	12.1%	19,452,587
<b>Capital Reserve</b>	33,195,054	(6,882,597)	-20.7%	26,312,457
<b>Debt Service</b>	66,077,939	(3,286,360)	-5.0%	62,791,579
<b>System Service Charge</b>	1,581,466	358,160	22.6%	1,939,626
<b>Total Uses</b>	<b>\$ 941,115,211</b>	<b>\$ 39,266,112</b>	<b>4.2%</b>	<b>\$ 980,381,323</b>

## University of Houston

### Note to Table 3: Restricted Expenditures By Organization

	FY2018	-----Change-----		FY2019
	Budget	Dollars	Percent	Budget
<b>Use of Funds by Organization</b>				
<b>President</b>	\$ 94,944	\$ (1,680)	-1.8%	\$ 93,264
<b>University Mkt, Comm &amp; Media</b>				
<b>University Advancement</b>	226,758	(25,954)	-11.4%	200,804
<b>Student Affairs</b>	86,726,879	5,881,137	6.8%	92,608,016
<b>Research Division</b>	5,732,296	822,184	14.3%	6,554,480
<b>Academic Affairs</b>				
Office of the Provost	1,425,163	160,274	11.2%	1,585,437
Library	331,086	41,994	12.7%	373,080
Architecture	540,737	23,511	4.3%	564,248
Business Administration	9,380,706	1,697,357	18.1%	11,078,063
Education	6,913,659	(306,596)	-4.4%	6,607,063
Engineering	28,220,137	(1,709,544)	-6.1%	26,510,593
Hotel & Restaurant Management	3,048,396	44,054	1.4%	3,092,450
Law	2,597,892	270,891	10.4%	2,868,783
Liberal Arts and Social Sciences	13,854,450	(1,191,706)	-8.6%	12,662,744
The College of Arts	7,335,349	(3,317,999)	-45.2%	4,017,350
Natural Sciences & Mathematics	32,367,071	(316,409)	-1.0%	32,050,662
Optometry	7,087,788	(112,833)	-1.6%	6,974,955
Pharmacy	6,457,008	1,013,070	15.7%	7,470,078
Social Work	3,380,343	1,971,961	58.3%	5,352,304
Technology	2,172,116	(174,247)	-8.0%	1,997,869
School of Nursing	47,411	400,940	845.7%	448,351
College of Medicine				
Honors	905,020	312,875	34.6%	1,217,895
<b>Subtotal Academic Affairs</b>	<b>\$ 126,064,332</b>	<b>\$ (1,192,407)</b>	<b>-0.9%</b>	<b>\$ 124,871,925</b>
<b>Administration and Finance</b>	2,483,767	305,745	12.3%	2,789,512
Houston Public Media	16,810,536	(2,142,869)	-12.7%	14,667,667
<b>Athletics</b>	7,035,894	(42,193)	-0.6%	6,993,701
<b>Utilities</b>	343,484			343,484
<b>Total Uses</b>	<b>\$ 245,518,890</b>	<b>\$ 3,603,963</b>	<b>1.5%</b>	<b>\$ 249,122,853</b>

## **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.

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

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.

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

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:

<b>&lt; 15 FTE</b>	<b>9 units</b>
<b>12 - 24 FTE</b>	<b>12 units</b>
<b>25 - 39 FTE</b>	<b>15 units</b>
<b>40 FTE&gt;</b>	<b>18 units</b>

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.

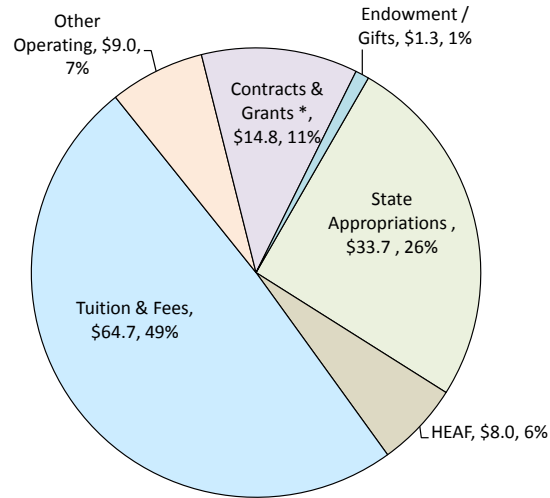
Every department's compliance with these minimum teaching load requirements shall be assessed each academic year. If a department is found to be out of compliance, the institution shall take appropriate steps to address the noncompliance and to prevent such noncompliance in the future.

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

# UH-Clear Lake Budget

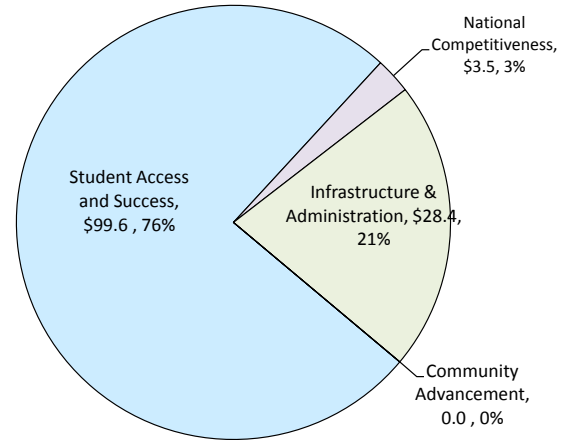
**FY2018**

**Operating Budget Source of Funds**



\* Includes Federal Financial Aid      Total \$131.5 Million

**Operating Budget Use of Funds**



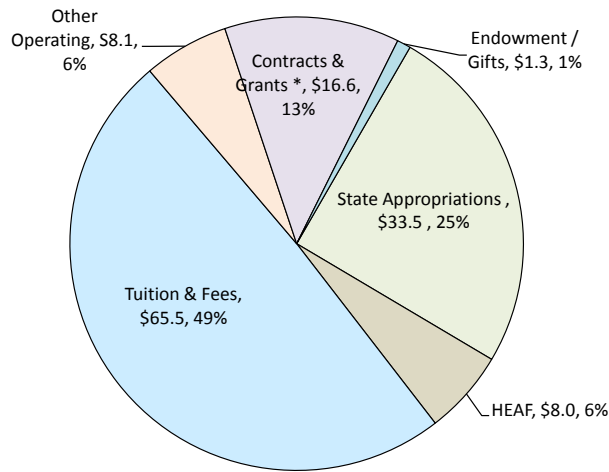
Total \$131.5 Million

**Total Budget**

	\$ Millions
Operating Budget	\$ 131.5
Capital Facilities	119.8
<b>Total</b>	<b>\$ 251.3</b>

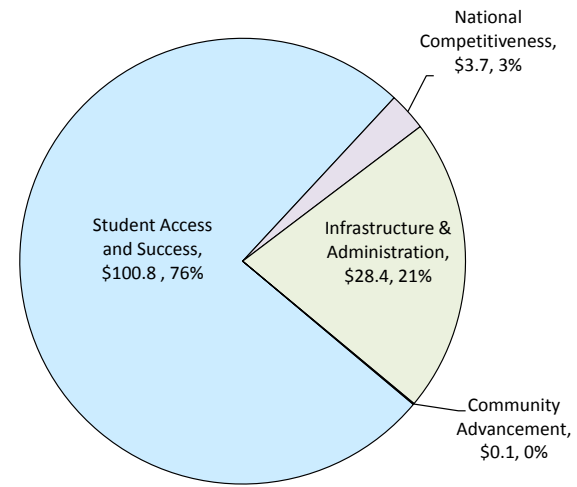
**FY2019**

**Operating Budget Source of Funds**



\* Includes Federal Financial Aid      Total \$133.0 Million

**Operating Budget Use of Funds**



Total \$133.0 Million

**Total Budget**

	\$ Millions
Operating Budget	\$ 133.0
Capital Facilities	37.4
<b>Total</b>	<b>\$ 170.4</b>

**UH-Clear Lake Operating Budget**  
**Revenues FY2015 - FY2019**  
**\$ in Millions**

	A 2015 Actual	B 2016 Actual	C 2017 Actual	D 2018 Budgeted	E 2019 <b>Proposed</b>
1 State Appropriations	\$ 30.8	\$ 36.4	\$ 36.7	\$ 33.7	\$ 33.5
2 HEAF	5.2	5.3	8.0	8.0	8.0
3 Tuition & Fees	65.6	70.5	69.0	64.7	65.5
4 Other Operating	2.8	3.0	3.0	9.0	8.1
5 Contracts & Grants *	15.4	15.7	15.9	14.8	16.6
6 Endowment / Gifts	1.3	1.1	1.3	1.3	1.3
7 Total	<u>\$ 121.1</u>	<u>\$ 132.0</u>	<u>\$ 133.9</u>	<u>\$ 131.5</u>	<u>\$ 133.0</u>

\* Includes Federal financial aid

**UH-Clear Lake Operating Budget**  
**Expenditures FY2015 - FY2019**  
**\$ in Millions**

	A 2015 Actual	B 2016 Actual	C 2017 Actual	D 2018 Budgeted	E 2019 <b>Proposed</b>
1 Student Access and Success	\$ 89.9	\$ 98.0	\$ 101.9	\$ 99.6	\$ 100.8
2 National Competitiveness	1.6	1.9	2.0	3.5	3.7
3 Infrastructure & Administration	22.1	23.8	30.3	28.4	28.4
4 Community Advancement	0.8	0.8	0.2	0.0	0.1
5 Total	<u>\$ 114.4</u>	<u>\$ 124.5</u>	<u>\$ 134.4</u>	<u>\$ 131.5</u>	<u>\$ 133.0</u>

**University of Houston-Clear Lake  
FY2019 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 2019 Total	FY 2018 Total
<b>1 Cost of Goods Sold</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 389,000	\$ -	\$ -	\$ 6,000	\$ 395,000	495,000
2 Tenure Track Faculty	22,429,573		100,688	22,530,261							22,530,261	22,615,974
3 Non-Tenure Track Faculty	812,279		99,660	911,939							911,939	1,173,044
4 Adjunct Faculty	2,915,912			2,915,912							2,915,912	3,660,288
5 Graduate Assistant	707,889		92,204	800,093						5,000	805,093	708,297
6 Exempt Staff	2,502,511	1,747,158	6,894,333	11,144,002		2,997,563	6,303,986	701,550		2,611,403	23,758,504	24,010,860
7 Non-Exempt Staff	1,295,493	368,854	1,524,988	3,189,335		732,879	2,909,262	1,898,974		1,159,441	9,889,891	9,865,862
8 Student Employees	124,122		512,774	636,896		132,919	10,000		234,977		1,014,792	974,712
9 Summer Instruction Salaries	1,753,989			1,753,989							1,753,989	2,105,715
10 Benefits	8,551,053	365,525	2,826,414	11,742,992		1,222,836	3,232,770	1,069,237		1,002,830	18,270,665	19,022,282
<b>11 Subtotal</b>	<b>41,092,821</b>	<b>2,481,537</b>	<b>12,051,061</b>	<b>55,625,419</b>		<b>5,086,197</b>	<b>12,456,018</b>	<b>3,669,761</b>		<b>4,778,674</b>	<b>81,851,046</b>	<b>84,137,034</b>
12 Capital			2,672,906	2,672,906		100,000	267,712	71,660			3,112,278	3,224,189
13 M&O	2,067,394	1,302,049	4,068,143	7,437,586	3,968	1,745,968	4,982,132	1,564,356		1,274,868	17,008,878	17,218,522
14 Travel & Business Expense	187,190	28,587	424,231	640,008	6,032	84,219	189,492	5,119		113,767	1,038,637	926,798
15 Debt Service								2,309,062		2,111,744	4,420,806	3,590,955
16 Utilities							2,524,401			292,929	2,817,330	2,437,182
17 Scholarship & Fellowship				-					22,367,763		22,367,763	19,463,220
<b>18 Subtotal</b>	<b>2,254,584</b>	<b>1,330,636</b>	<b>7,165,280</b>	<b>10,750,500</b>	<b>10,000</b>	<b>1,930,187</b>	<b>7,963,737</b>	<b>3,950,197</b>	<b>22,367,763</b>	<b>3,793,308</b>	<b>50,765,692</b>	<b>46,860,866</b>
<b>19 Total Expenditure Budget</b>	<b>\$ 43,347,405</b>	<b>\$ 3,812,173</b>	<b>\$ 19,216,341</b>	<b>\$ 66,375,919</b>	<b>\$ 10,000</b>	<b>\$ 7,016,384</b>	<b>\$ 20,808,755</b>	<b>\$ 7,619,958</b>	<b>\$ 22,602,740</b>	<b>\$ 8,577,982</b>	<b>\$ 133,011,738</b>	<b>\$ 131,492,900</b>

## **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.

Each of the goals, university priorities, and budgeted resource initiatives outlined in the subsequent narrative correspond to and are summarized in the Appendix A (Allocation of New Resources) and Appendix B (Allocation of HEAF) tables which appear at the end of the narrative section.

## **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.

The UH-Clear Lake will open in fall 2018, a stellar STEM and Classroom Building and a brand new Recreation and Wellness Center facility that will help us attract more students to science and technology careers and provide room for the continuing intellectual growth of faculty. The Recreation and Wellness Center facility will serve as the home for our Exercise and Health Sciences program and Fitness and Human Performance program, as well as host of general instruction classrooms and recreational activities for students, faculty and staff. UH-Clear Lake-Pearland Campus will add a new Health Sciences and Classroom Building scheduled to open in spring 2019 that will allow us to increase the quality of education and enrollment in our already successful health science programs, specifically the RN to -BSN and Licensed Professional Counselor Certifications programs. We also plan to open a satellite operation of our Center for Autism and Developmental Disabilities.

## UH-Clear Lake Planning Process

The planning process at UHCL includes strategic planning, collaboration, budgeting, implementation and assessment of outcomes. 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, to faculty, staff, and students at a meeting coordinated by the PBC. The PBC provides recommendations to UHCL’s University Council, which then makes a final 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 college. Senior administrators use those data sets to make decisions that will benefit the campus in its effort to become more effective in meeting our goals and delivering on our mission.

UHCL is in the second year of the biennium wherein we are addressing the substantial budget reductions due to a decrease in our state appropriation and non-formula supported funding. We are also experiencing a decline in domestic and international graduate enrollment, which has a significant negative impact on tuition revenue. UHCL Academic Affairs and Administration and Finance are being prudent and taking necessary actions to address the budget shortfall.

Overall, for fiscal year 2019, 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 2019 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 2019. The major priorities include:

1. Student Access and Success - \$5,059,385
  - Enrollment Management Services
  - Student Support – New Student Scholarships
  - Student Services
  - New Academic Programs
  - Instructional Support
  - STEM Building Debt Payment

- Recreation and Wellness Center Debt Payment
  - Pearland Campus Lease
2. Academic and Research Excellence/National Competitiveness - \$2,027,283
    - Faculty Distinctions
    - Teaching and Research Resources
  3. University Infrastructure and Administration - \$4,118,934
    - Operations- Administration and Support
    - Campus Facilities
    - University Computing- Technology Maintenance and Upgrades
    - Capital Renewal and Deferred Maintenance
  4. Community Advancement - \$116,093
    - Center for Robotics Software
    - Cyber Security Institute
    - Theater and Cultural Arts
    - Exercise and Rehabilitation Institute
    - Center for Autism and Developmental Disabilities



**University of Houston-Clear Lake**  
**FY 2019 Budget - Reallocations and Reductions**

Due to the 10% reduction in state general revenue funding in FY 2018 and with the significant decline in graduate enrollment, UHCL is addressing a \$12.8M problem over the three consecutive fiscal years 2018 – 2020. A three-year plan was developed and is adjusted accordingly as variable changes. The FY 2019 Budget reflects reallocations, reductions and the appropriate use of fund balance to cover the shortfall in the 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>
Information Security Officer	79,116	The increase in the UH System service charges for the administration of new Information Technology program encompasses the Information Security Officer's salary.
<b>Total Reallocations</b>	<u>79,116</u>	

**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 (FY 2019 is the second year of the 3-year plan)	3,543,415	President, Academic Affairs, and Administration and Finance components were required to reduce budgets by 6%. Reductions were made by eliminating vacant positions, shifting positions to other sources, and reducing operating expenses.
General Revenue	122,764	State appropriate reduction
<b>Total Reductions</b>	<u>3,666,179</u>	
<b>TOTAL REALLOCATIONS/REDUCTIONS</b>	<b>3,745,295</b>	

## 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 fourth year as a four-year university in fall 2017, UHCL enrolled 280 first-time-in-college (FTIC) students, 32 freshmen transfers and 482 sophomores. Our FTIC students came from over seventy high schools with an average grade point of 3.4 and an average SAT of 1108. Of the 288 FTICs, 61% were female and 39% male with 84% full-time and 16% part-time students. For the freshman class, the top majors were biology, pre-engineering, education, psychology, computer science, computer engineering, undeclared Human Sciences and Humanities majors, management, art and design, and marketing. Our retention rate for our fall 2016 freshmen from fall 2016 to fall 2017 was 70%.

For fall 2017, UHCL served 8,542 students, down from 8,669 in fall 2016, representing a decline of 1.46%. The decline occurred at the graduate level, with enrollment dropping by 11.8% from 2,809 in fall 2016 to 2,478 in fall 2017. The decline in enrollment was due to a 34.5% drop in international student enrollment, a loss of 421 students from 1,291 to 798. On the other hand, domestic graduate student enrollment increased by 5.66%, increasing from 1,590 to 1,680 graduate students. Modifications in curriculum and delivery methods to allow student to complete the degree in less time contributed to the gains on the domestic front. Assessments are currently being conducted to determine the potential for additional online programs, as well as the introduction of new degree programs that meet the needs of our region. In the international front, the university continues to explore options for international graduate student recruitment and is working with international recruitment agents to promote our programs in overseas markets. During the past year, UHCL awarded 2,564 degrees with 1,325 at the bachelor's level, 1,222 at the master's level and 17 doctoral level.

UHCL will introduce two new programs in fall 2018. Mechanical engineering is being introduced at the undergraduate level. The Masters of Arts in Teaching (MAT) is being introduced at the graduate level. UHCL has also partnered with Alvin Community College (ACC) to offer lower-level courses at UHCL Pearland Campus. In fall 2018, two major new facilities, STEM and Classroom Building and the Recreation and Wellness Center will open at UHCL. UH-Clear Lake-Pearland Campus will add a new Health Sciences and Classroom Building that is scheduled to open in spring 2019

### FY 2019 Budget Initiatives

- *Enrollment Management Services - \$545,000 New Resources*  
Enrollment Management will receive funding for; technology acquisition through the Educational Advisory Board (EAB) as part of our partnership with the Houston Guided Pathways to Success (GPS) consortium, and contracts for recruiting agents to increase non-resident enrollment.
- *Student Support- New Student Scholarships- \$700,000 – New Resources*  
New resources will fund the increase to support our first time in college students and our undergraduate and graduate transfer students through the New Hawk and Automatic Transfer Scholarships.
- *Student Services - \$285,323 New Resources*  
Student services will use new resources to expand support and access to wellness programs, student life activities, career development and psychiatric services.
- *New Academic Programs - \$280,000 New Resources*  
Additional resources will be provided for the new bachelor's degree in mechanical engineering and the current doctoral program in psychology.

- *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 2019. Computers in our open labs, teaching labs, and classrooms are upgraded on a four-year cycle while classroom projection technology is on an eight-year upgrade cycle.
- *STEM Building Debt Payment - \$702,839 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 - \$767,487 HEAF*  
HEAF will fund approximately 23,000 square feet for the Exercise and Health Sciences program including labs, classrooms and faculty offices.
- *Pearland Campus 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 2019 Initiatives**

	<u>New Resources</u>	<u>HEAF</u>	<u>Total</u>
Enrollment Management Services	\$545,000		\$545,000
Student Support- New Student Scholarships	700,000		700,000
Student Services	285,323		285,323
New Academic Programs	280,000		280,000
Instructional Support		\$940,000	940,000
STEM Building Debt Payment		702,839	702,839
Recreation and Wellness Center Debt Payment		767,487	767,487
Pearland Lease		838,736	838,736
Subtotal	\$1,810,323	\$3,249,062	\$5,059,385

## 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 (ABET), the Council for the Accreditation of Educator Preparation (CAEP), 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, the Accreditation Commission for Education in Nursing, the Behavior Analysis Accreditation Board, the Human Factors and Ergonomics Society, 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. The Doctor of Psychology in Health Service Psychology received continuing accreditation from the Board of Trustees of the Southern Association of Colleges and Schools Commission on Colleges after an onsite visit in 2017. The Accreditation Commission for Education in Nursing granted initial accreditation to the baccalaureate-nursing program. 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 2019 Budget Initiatives

- *Faculty Distinctions - \$96,000 New Resources*  
Promotions provided for faculty to the titles of associate professor and professor.
- *Teaching and Research Resources - \$1,931,283 HEAF*  
The largest portion of these funds, over \$1.625M, 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 four-year cycle.

### Priority 2. Investment of Resources in FY 2019 Initiatives

	<u>New Resources</u>	<u>HEAF</u>	<u>Total</u>
Faculty Distinctions	\$96,000		\$96,000
Teaching and Research Resources		\$1,931,283	\$1,931,283
Subtotal	\$96,000	\$1,931,283	\$2,027,283

### 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 by aggressively identifying and completing planned maintenance and capital renewal projects each year to prevent accumulating deferred maintenance. Some Capital Renewal/Planned Maintenance projects completed in FY 2018 include interior LED lighting upgrades, replacement of chillers in the Bayou Building and the Delta Building, replacement of the Arbor Building roof and completion of our multi-year project to replace poles and upgrade sidewalk and street lighting to LED.

#### FY 2019 Budget Initiatives

- *Operations- Administration and Support - \$1,294,163 New Resources*  
New resources will fund the needed operational support for the two new buildings, STEM and Recreation and Wellness, and the UHS Information Security Program.
- *Campus Facilities - \$337,712 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.
- *University Computing- Technology Maintenance and Upgrades - \$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 four-year cycle.
- *Capital Renewal and Deferred Maintenance - \$1,619,588 HEAF*  
UHCL will continue working projects from our 5-year plan to maintain a low Facility Condition Index Number. Projects planned include 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, upgrading chill water and heating water pumps, controls and tanks in the Bayou Building, upgrade the building control equipment in the Delta Building and continuation of our multi-year plan to upgrade exterior lighting with LED fixtures.

#### Priority 3. Investment of Resources in FY 2019 Initiatives

	<b>New Resources</b>	<b>HEAF</b>	<b>Total</b>
Operations- Administration and Support	1,294,163		1,294,163
Campus Facilities		\$337,712	337,712
University Computing-Tech Maintenance & Upgrades		867,471	867,471
Capital Renewal and Deferred Maintenance		1,619,588	1,619,588
Subtotal	\$1,294,163	\$2,824,771	\$4,118,934

## 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.

In FY 2019, UHCL will focus on a number of community advancement initiatives that include:

- UHCL has established the Center for Robotics Software, which serves as a focal point for regional collaboration with NASA-Johnson Space Center and other area businesses, providing research and training in robotics software applications to solve difficult technical problems.
- UHCL's Cyber Security Institute improves cyber security of area businesses and institutions in partnership with NASA-Johnson Space Center and the Bay Area Houston Economic Partnership (BAHEP). Environmental Institute of Houston advances an understanding of the environment among students and the community through interdisciplinary research, education and outreach.
- UHCL's Theater and Cultural Arts will be enhanced through the Bayou Theater and the Art Gallery. UHCL serves as an arts destination for the community, delivering vibrant performing and visual arts experiences for students and patrons of all ages.

### FY2019 Budget Initiatives

- *Exercise and Rehabilitation Institute - \$93,700 New Resources*  
UHCL will develop an Exercise and Rehabilitation Institute (ERI) to be housed at UHCL's new Recreation and Wellness Center, which will open fall, 2018. The new resources will support collaboration and partnerships with healthcare institutions to provide research, education and training to enhance the health and functional performance of students and community members.
- *Center for Autism and Developmental Disabilities - \$22,393 New Resources*  
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 opens spring, 2019. CADD delivers research, professional training and clinical and consultation services to help individuals with autism and developmental disabilities achieve higher functioning lives.

### Priority 4. Investment of Resources in FY 2019 Initiatives

	New Resources	HEAF	Total
Exercise and Rehabilitation Institute	93,700		93,700
Center for Autism and Developmental Disabilities	22,393		22,393
Subtotal	\$116,093		\$116,093

**University of Houston-Clear Lake**  
**Appendix A - Allocation of New FY 2019 Resources**

<b>Revenue Changes</b>		<b>A</b>
<b>Appropriations Bill</b>		
1	General Revenue	\$ (122,764)
2	Subtotal Appropriations	<u>(122,764)</u>
<b>Tuition and Fees</b>		
3	Consolidated Tuition and Fees	242,141
4	Consolidated Student Fees	471,354
5	Subtotal Tuition and Fees	<u>713,495</u>
<b>Other</b>		
6	Indirect Cost	82,403
7	Auxiliary	114,600
8	Fund Balance - University	<u>(1,216,450)</u>
9	Subtotal Other	<u>(1,019,447)</u>
10	<b>Total Net Revenue</b>	<b><u>\$ (428,716)</u></b>

<b>Reallocations/Reductions</b>		<b>B</b>
1	Reallocations/Reductions	\$ (79,116)
2	Reductions - Department (overall 6%)	(3,543,415)
3	Reductions - State Appropriation	<u>(122,764)</u>
4	<b>Subtotal - Reallocations/Reductions</b>	<b><u>\$ (3,745,295)</u></b>

<b>Priority/Initiative Allocations</b>		<b>C</b>
<b>Priority 1. Student Success</b>		
5	Enrollment Management Services	\$ 545,000
6	Student Support - New Student Scholarships	700,000
7	Student Services	285,323
8	New Academic Programs	280,000
9	Subtotal - Student Success	<u>1,810,323</u>
<b>Priority 2. National Competitiveness</b>		
10	Faculty Promotions	96,000
11	Subtotal - National Competitiveness	<u>96,000</u>
<b>Priority 3. University Infrastructure &amp; Administration</b>		
12	Operations - Administration and Support	240,424
13	General Maintenance Operations - New Buildings	298,515
14	Utilities - New Buildings	380,148
15	UHS Information Security Program	375,076
16	Subtotal - University Infrastructure & Administration	<u>1,294,163</u>
<b>Priority 4. Community Advancement</b>		
17	Exercise and Rehabilitation Institute	93,700
18	Center for Autism and Developmental Disabilities	22,393
19	Subtotal - Community Advancement	<u>116,093</u>
20	<b>Total Priority/Initiative Allocations</b>	<b><u>\$ 3,316,579</u></b>
21	<b>Total Net Reallocations and New Allocations</b>	<b><u>\$ (428,716)</u></b>

**University of Houston-Clear Lake**  
**Appendix B - Allocation of FY 2019 HEAF**

<u><b>FY19 Allocation</b></u>	
<b>HEAF</b>	<b>\$ <u>8,005,116</u></b>

**Priority/Initiative**

**HEAF**

**Priority 1. Student Success**

Instructional Support	\$ 940,000
Debt Payment - Recreation and Wellness Center	767,487
Debt Payment - STEM Building	702,839
Lease - UHCL at Pearland	838,736
Subtotal	<u>\$ 3,249,062</u>

**Priority 2. National Competitiveness**

Teaching and Research Resources	1,931,283
Subtotal	<u>\$ 1,931,283</u>

**Priority 3. University Infrastructure & Administration**

Campus Facilities	337,712
University Computing	867,471
Capital Renewal and Deferred Maintenance	1,619,588
Subtotal	<u>\$ 2,824,771</u>

**Total Priority/Initiative Allocations**

**\$ 8,005,116**



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

	<u>FY2018</u>	<u>FY2019</u>
Funds from Endowed Scholarships	\$ 335,000	\$ 344,000
Texas Grant Program Scholarships	1,900,000	2,052,000
Texas Public Education Grant (TPEG)	1,234,552	1,210,642
Property Deposit Scholarships	12,000	12,000
Designated Tuition Financial Aid Set-Asides		
Undergraduate Scholarships	2,046,675	2,427,336
Graduate Scholarships	897,237	1,161,122
Academic Recognition Scholarships		
B-on-Time Program*	4,000	-
New Student Scholarships	1,300,000	1,459,000
Scholarships - Transfer	1,730,000	1,950,000
Alumni Annual Fund Scholarships	1,000	10,000
Cullen Leaders Scholarships	14,000	16,000
Federal College Work Study	175,000	175,000
Federal Pell Grants	9,200,000	9,755,000
Federal Supplemental Education Opportunity Grants (SEOG)	176,821	184,000
<b>Total</b>	<u>\$ 19,026,285</u>	<u>\$ 20,756,100</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)

<b><u>Operating &amp; Restricted Budget</u></b>	<b>A</b>	<b>B</b>		<b>C</b>	<b>D</b>		<b>E</b>		<b>F</b>	<b>G</b>
	<b><u>Historical</u></b>	-----Change-----			<b><u>Current</u></b>		-----Change-----			<b><u>New</u></b>
	<b>FY2017 Budget</b>	<b>Dollars</b>	<b>Percent</b>		<b>FY2018 Budget</b>	<b>Dollars</b>	<b>Percent</b>		<b>FY2019 Budget</b>	
<b>Source of Funds</b>										
1 State Appropriations	\$ 37.0	\$ (3.3)	-8.8%		\$ 33.7	\$ (0.2)	-0.4%		\$ 33.5	
2 HEAF	8.0	-	0.0%		8.0	-	0.0%		8.0	
3 Tuition & Fees	76.8	(12.1)	-15.8%		64.7	0.8	1.2%		65.5	
4 Other Operating	1.8	7.2	395.4%		9.0	(1.0)	-10.7%		8.1	
5 Contracts & Grants	15.2	(0.4)	-2.7%		14.8	1.8	12.3%		16.6	
6 Endowment Income/Gifts	1.3	(0.1)	-4.0%		1.3	0.0	0.4%		1.3	
<b>7 Total Sources</b>	<b>\$ 140.1</b>	<b>\$ (8.7)</b>	<b>-6.2%</b>		<b>\$ 131.5</b>	<b>\$ 1.5</b>	<b>1.2%</b>		<b>\$ 133.0</b>	
<b>Use of Funds by Object</b>										
8 Salaries and Wages - Faculty	\$ 32.3	\$ (2.0)	-6.3%		\$ 30.3	\$ (1.3)	-4.4%		\$ 28.9	
9 Salaries and Wages - Staff	36.2	(1.3)	-3.7%		34.9	(0.2)	-0.5%		34.7	
10 Benefits	19.1	(0.1)	-0.5%		19.0	(0.8)	-4.0%		18.3	
11 M&O	23.0	(4.3)	-18.9%		18.6	0.6	3.4%		19.3	
12 Capital	3.5	(0.3)	-8.7%		3.2	(0.1)	-3.5%		3.1	
13 Scholarships	19.1	0.4	1.9%		19.5	2.9	14.9%		22.4	
14 Debt Service	4.5	(0.9)	-19.8%		3.6	(0.0)	-0.2%		3.6	
15 Utilities	2.4	-	0.0%		2.4	0.4	15.6%		2.8	
<b>17 Total Uses</b>	<b>\$ 140.1</b>	<b>\$ (8.7)</b>	<b>-6.2%</b>		<b>\$ 131.5</b>	<b>\$ 1.5</b>	<b>1.2%</b>		<b>\$ 133.0</b>	

**Capital Facilities Budget**

<b>Source of Funds</b>								
21 Other	29.9	89.8	300.0%		119.8	(82.4)	-68.8%	37.4
<b>23 Total Sources</b>	<b>\$ 29.9</b>	<b>\$ 89.8</b>	<b>300.0%</b>		<b>\$ 119.8</b>	<b>\$ (82.4)</b>	<b>-68.8%</b>	<b>\$ 37.4</b>
<b>Use of Funds by Object</b>								
24 Construction	\$ 27.9	\$ 90.7	325.6%		\$ 118.6	\$ (82.5)	-69.6%	\$ 36.1
25 Major Rehabilitation	2.1	(0.9)	-43.2%		1.2	0.1	10.2%	1.3
<b>27 Total Uses</b>	<b>\$ 29.9</b>	<b>\$ 89.8</b>	<b>300.1%</b>		<b>\$ 119.8</b>	<b>\$ (82.4)</b>	<b>-68.8%</b>	<b>\$ 37.4</b>

**Total Operating, Restricted and Capital Budget**

28	\$ 170.1	\$ 81.2	47.7%		\$ 251.3	\$ (80.9)	-32.2%	\$ 170.4
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**University of Houston-Clear Lake**  
**Table 2 - Operations**

Source of Funds	FY2018 Budget	-----Change-----		FY2019 Budget
		Dollars	Percent	
<b>General Funds</b>				
State General Revenue Appropriations				
Formula Funding	\$ 23,649,722	\$ (122,763)	-0.5%	\$ 23,526,959
Special Items	2,515,519	(1)	0.0%	2,515,518
State Benefits Appropriation	7,528,449	(28,163)	-0.4%	7,500,286
Subtotal State General Revenue Appropriations	33,693,690	(150,927)	-0.4%	33,542,763
Tuition and Fees				
Statutory & Graduate Premium	15,023,229	(1,886,146)	-12.6%	13,137,083
Subtotal Tuition and Fees	15,023,229	(1,886,146)	-12.6%	13,137,083
HEAF	8,005,116			8,005,116
Income on State Treasury Deposits	51,402			51,402
Fund Balance		1,302,216		1,302,216
Subtotal General Funds	56,773,437	(734,857)	-1.3%	56,038,580
<b>Designated</b>				
Tuition and Fees				
Designated Tuition - General	32,489,923	1,910,469	5.9%	34,400,392
Designated Tuition - Differential	1,989,405	217,818	10.9%	2,207,223
Information Resource Fee	4,100,350	176,508	4.3%	4,276,858
Major/Department/Class Fees	4,252,584	17,923	0.4%	4,270,507
Subtotal Tuition and Fees	42,832,262	2,322,718	5.4%	45,154,980
Indirect Cost	225,756	82,403	36.5%	308,159
Investment Income on Non-Endowed Funds	272,060			272,060
Endowment Income	504,015	2,543	0.5%	506,558
Contracts / Grants / Gifts	64,260			64,260
Self Supporting Organizations/Others	940,605	57,735	6.1%	998,340
Fund Balance	7,553,520	(2,433,366)	-32.2%	5,120,154
Subtotal Designated Funds	52,392,478	32,033	0.1%	52,424,511
<b>Auxiliary Enterprises</b>				
Student Fees				
Student Service Fee	4,268,845	276,923	6.5%	4,545,768
Other Student Fees	2,576,297	93,700	3.6%	2,669,997
Subtotal Student Fees	6,845,142	370,623	5.4%	7,215,765
Sales & Service - Parking	845,229			845,229
Sales & Service - Athletics/Hotel/UC/Other	626,140	114,600	18.3%	740,740
Fund Balance		155,844		155,844
Subtotal Auxiliary Funds	8,316,511	641,067	7.7%	8,957,578
<b>Total Current Operating Funds</b>	117,482,426	(61,757)	-0.1%	117,420,669
<b>Interfund Transfer</b>	(1,542,575)	(146,632)	9.5%	(1,689,207)
<b>Total Sources</b>	\$ 115,939,851	\$ (208,389)	-0.2%	\$ 115,731,462
<b>Use of Funds by Object</b>				
Salaries and Wages	\$ 63,735,966	\$ (1,946,366)	-3.1%	\$ 61,789,600
Benefits	18,827,631	(788,097)	-4.2%	18,039,534
M&O	17,227,352	849,830	4.9%	18,077,182
Capital	3,199,303	(119,544)	-3.7%	3,079,759
Scholarships	6,921,462	1,424,525	20.6%	8,345,987
Debt Service	3,590,955	(8,885)	-0.2%	3,582,070
Utilities	2,437,182	380,148	15.6%	2,817,330
<b>Total Uses</b>	\$ 115,939,851	\$ (208,389)	-0.2%	\$ 115,731,462

## University of Houston-Clear Lake

### Table 3 - Restricted

Source of Funds	FY2018	-----Change-----		FY2019
	Budget	Dollars	Percent	Budget
<b>Restricted</b>				
Contracts and Grants				
Research	\$ 2,569,802	\$ 220,783	8.6%	\$ 2,790,585
Financial Aid	12,227,000	1,503,395	12.3%	13,730,395
Gifts	135,100	(26,500)	-19.6%	108,600
Endowment Income	365,354	17,936	4.9%	383,290
Other Restricted	243,489	12,225	5.0%	255,714
<b>Total Current Operating Funds</b>	<b>15,540,745</b>	<b>1,727,839</b>	<b>11.1%</b>	<b>17,268,584</b>
<b>Interfund Transfer</b>	<b>12,304</b>	<b>(612)</b>	<b>-5.0%</b>	<b>11,692</b>
<b>Total Sources</b>	<b>\$ 15,553,049</b>	<b>\$ 1,727,227</b>	<b>11.1%</b>	<b>\$ 17,280,276</b>
<b>Use of Funds by Object</b>				
<b>Salaries and Wages</b>	<b>\$ 1,378,786</b>	<b>\$ 411,995</b>	<b>29.9%</b>	<b>\$ 1,790,781</b>
<b>Benefits</b>	<b>194,651</b>	<b>36,480</b>	<b>18.7%</b>	<b>231,131</b>
<b>M&amp;O</b>	<b>1,412,968</b>	<b>(208,899)</b>	<b>-14.8%</b>	<b>1,204,069</b>
<b>Capital</b>	<b>24,886</b>	<b>7,633</b>	<b>30.7%</b>	<b>32,519</b>
<b>Scholarships</b>	<b>12,541,758</b>	<b>1,480,018</b>	<b>11.8%</b>	<b>14,021,776</b>
<b>Total Uses</b>	<b>\$ 15,553,049</b>	<b>\$ 1,727,227</b>	<b>11.1%</b>	<b>\$ 17,280,276</b>

University of Houston-Clear Lake

Table 4 - Capital Projects

	-----Project Expenditures-----			Total Project Budget	-----Funded From-----			
	Project to Date (1)	FY2019 Budget	Future Year Budgets		HEAF	Revenue Bonds	Gifts	Other
<b>New Construction</b>								
Modular Building	\$ 1,199,606	\$ 76,111	\$ -	\$ 1,275,717	\$ 727,146	\$ -	\$ -	\$ 548,571
STEM and Classroom Building	60,117,635	3,882,365		64,000,000		64,000,000		
Health Sciences and Classroom Building	13,000,000	11,624,000		24,624,000		23,424,000		1,200,000
Freshmen Housing	3,500,000	14,880,900	3,000,000	21,380,900		18,380,900		3,000,000
Dining Facilities	300,000	1,100,000		1,400,000		860,000		540,000
Recreation and Wellness Center	36,200,000	2,000,000		38,200,000		34,500,000		3,700,000
Renovate Bayou and SSCB Vacated Space		2,550,000	2,550,000	5,100,000		5,100,000		
<b>Subtotal New Construction</b>	<b>\$ 114,317,240</b>	<b>\$ 36,113,377</b>	<b>\$ 5,550,000</b>	<b>\$ 155,980,617</b>	<b>\$ 727,146</b>	<b>\$ 146,264,900</b>	<b>\$ -</b>	<b>\$ 8,988,571</b>
<b>Major Repair and Rehabilitation</b>								
Projects Budgeted Annually								
Capital Renewal Deferred Maintenance	\$ -	\$ 1,200,000	\$ -	\$ 1,200,000	\$ 1,200,000	\$ -	\$ -	\$ -
Parking Lot/Roadway Maintenance		100,000	510,000	610,000				610,000
<b>Subtotal Major Repairs &amp; Rehabilitation</b>	<b>\$ -</b>	<b>\$ 1,300,000</b>	<b>\$ 510,000</b>	<b>\$ 1,810,000</b>	<b>\$ 1,200,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 610,000</b>
<b>Total</b>	<b>\$ 114,317,240</b>	<b>\$ 37,413,377</b>	<b>\$ 6,060,000</b>	<b>\$ 157,790,617</b>	<b>\$ 1,927,146</b>	<b>\$ 146,264,900</b>	<b>\$ -</b>	<b>\$ 9,598,571</b>

(1) Project expenditures to date, estimated through August 31, 2018

## University of Houston-Clear Lake

**Table 5 - Number of Full-Time Equivalent Positions**

Employee Classification	FY2018 Budget	-----Change-----		FY2019 Budget
		FTE	Percent	
Faculty	235	(7)	-3.0%	228
Part-time Faculty	131	(21)	-16.0%	110
Professional Staff	359	(11)	-3.1%	348
Classified Staff	279	(8)	-2.9%	271
Temporary Staff	168	50	29.8%	218
<b>Total</b>	1,172	3	0.3%	1,175

## University of Houston-Clear Lake

**Table 6 - Student Credit Hours, Headcount, and FTE**

	<b>FY2015 Actuals</b>	<b>FY2016 Actuals</b>	<b>FY2017 Actuals</b>	<b>FY2018 Budget</b>	<b>FY2019 Budget</b>	<b>FY19 vs FY18 Change</b>
Semester Credit Hours						
Lower Division	21,364	29,053	33,118	36,391	38,514	2,123
Upper Division	95,469	96,774	98,853	92,378	100,069	7,691
Masters	58,153	55,811	45,540	39,899	36,851	(3,048)
Doctoral	1,380	1,614	1,389	1,500	1,471	(29)
<b>Total</b>	<b>176,366</b>	<b>183,252</b>	<b>178,900</b>	<b>170,168</b>	<b>176,905</b>	<b>6,737</b>
Semester Credit Hours-On/Off Campus						
On Campus	119,778	130,053	127,248	119,118	123,834	4,716
Off Campus	56,588	53,199	51,652	51,050	53,072	2,021
<b>Total</b>	<b>176,366</b>	<b>183,252</b>	<b>178,900</b>	<b>170,168</b>	<b>176,905</b>	<b>6,737</b>
Fall Headcount	8,665	8,906	8,669	8,200	8,457	257
Fall FTE	5,595	5,853	5,715	5,318	5,497	179

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

Sources	FY2018	-----Change-----		FY2019
	Budget	Dollars	Percent	Budget
Current Year Revenue	\$ 4,268,845	\$ 276,923	6.5%	\$ 4,545,768
<b>Total Sources</b>	<b>\$ 4,268,845</b>	<b>\$ 276,923</b>	<b>6.5%</b>	<b>\$ 4,545,768</b>
<b>Allocations</b>				
Counseling Services Operations	\$ 537,186	\$ 83,686	15.6%	\$ 620,872
Executive Director Operations	67,692	(660)	-1.0%	67,032
Health Services	291,247	7,650	2.6%	298,897
Student Publications	137,731	31,247	22.7%	168,978
AVP, Student Affairs	316,393	(1,968)	-0.6%	314,425
SSF Unallocated	10,730	42,069	392.1%	52,799
Administrative Charge	104,160			104,160
Custodial	34,640			34,640
Intercultural/International Student Services	393,310	(61,604)	-15.7%	331,706
Women's Services	61,047	(15,385)	-25.2%	45,662
Educational & Workshop Training	6,400			6,400
Educational & Diversity Outreach	13,086	(3,000)	-22.9%	10,086
Student Cultural Arts	16,044			16,044
Student Government Association	22,500			22,500
Annual Leadership Conference	33,245			33,245
Student Life M&O	315,870	54,522	17.3%	370,392
Student Life Programs	14,120			14,120
SGA Executive Council	2,500			2,500
Student Transportation	76,916	(5,499)	-7.1%	71,417
Student Life ID Cards	50,356	(23,386)	-46.4%	26,970
Dean of Students	509,893	16,530	3.2%	526,423
Writing Center	73,347	43,484	59.3%	116,831
Student Success Tutors	136,743	(44,254)	-32.4%	92,489
Disability 3049	74,358	(14,109)	-19.0%	60,249
Orientation and Welcome Week	142,131	1,503	1.1%	143,634
Math Center Operations	18,101	63,961	353.4%	82,062
Career Services Operations	466,181	36,996	7.9%	503,177
Fitness and Wellness	137,074	2,657	1.9%	139,731
Student Programs and Events		104,970		104,970
System Service Charge	23,000			23,000
Utilities	90,000			90,000
PC - Dean of Students	92,844	(42,487)	-45.8%	50,357
<b>Total Allocations</b>	<b>\$ 4,268,845</b>	<b>\$ 276,923</b>	<b>6.5%</b>	<b>\$ 4,545,768</b>



## University of Houston-Clear Lake

### Note to Table 2: Operations Expenditures By Organization

	FY2018 Budget	-----Change-----		FY2019 Budget
		Dollars	Percent	
<b>Use of Funds by Organization</b>				
<b>President</b>				
President's Office	\$ 978,375	\$ 1,200,324	122.7%	\$ 2,178,699
University Advancement	1,669,675	(436,322)	-26.1%	1,233,353
<b>Subtotal President</b>	<b>2,648,050</b>	<b>764,002</b>	<b>28.9%</b>	<b>3,412,052</b>
<b>Academic Affairs</b>				
Information Resources	347,663	(23,497)	-6.8%	324,166
University Computing	6,704,253	(94,831)	-1.4%	6,609,422
Library	4,190,726	87,179	2.1%	4,277,905
Sr. VP and Provost	1,517,370	21,033	1.4%	1,538,403
Student Services	6,199,406	126,500	2.0%	6,325,906
Enrollment Management	13,568,188	1,082,043	8.0%	14,650,231
Academic Affairs	1,743,203	(18,714)	-1.1%	1,724,489
Business	10,799,640	(65,137)	-0.6%	10,734,503
Education	6,871,405	(387,207)	-5.6%	6,484,198
Human Sciences and Humanities	11,110,452	(534,443)	-4.8%	10,576,009
Science and Computer Engineering	11,395,877	(650,870)	-5.7%	10,745,007
<b>Subtotal Academic Affairs</b>	<b>74,448,183</b>	<b>(457,944)</b>	<b>-0.6%</b>	<b>73,990,239</b>
<b>Administration and Finance</b>				
VP Administration & Finance	8,494,136	(105,423)	-1.2%	8,388,713
Facilities Management & Construction	4,329,454	(51,082)	-1.2%	4,278,372
Utilities	2,437,182	380,148	15.6%	2,817,330
<b>Subtotal Administration &amp; Finance</b>	<b>15,260,772</b>	<b>223,643</b>	<b>1.5%</b>	<b>15,484,415</b>
<b>Other</b>				
Unallocated: Other	530,396	(262,684)	-49.5%	267,712
Debt Service	3,590,955	(8,885)	-0.2%	3,582,070
System Service Charge	2,414,842	418,340	17.3%	2,833,182
Other Transfers	38,182	829	2.2%	39,011
Staff Benefits	16,583,471	(885,690)	-5.3%	15,697,781
Insurance Premiums	425,000			425,000
<b>Subtotal Other</b>	<b>23,582,846</b>	<b>(738,090)</b>	<b>-3.1%</b>	<b>22,844,756</b>
<b>Total Uses</b>	<b>\$ 115,939,851</b>	<b>\$ (208,389)</b>	<b>-0.2%</b>	<b>\$ 115,731,462</b>

## University of Houston-Clear Lake

### Note to Table 3: Restricted Expenditures By Organization

	FY2018 Budget	-----Change-----		FY2019 Budget
		Dollars	Percent	
<b>Use of Funds by Organization</b>				
<b>President</b>				
University Advancement	\$ 16,255	(158)	-1.0%	\$ 16,097
<b>Subtotal President</b>	16,636	(539)	-3.2%	16,097
<b>Academic Affairs</b>				
Information Resources	13,945	697,083	4998.8%	711,028
Library	11,038	71	0.6%	11,109
Sr. VP and Provost	518,956	(518,956)	-100.0%	
Student Services	36,300	429	1.2%	36,729
Enrollment Management	12,668,604	1,537,033	12.1%	14,205,637
Business	3,820	97	2.5%	3,917
Education	296,779	(246,603)	-83.1%	50,176
Human Sciences & Humanities	810,637	34,997	4.3%	845,634
Science and Computer Engineering	1,171,334	223,615	19.1%	1,394,949
<b>Subtotal Academic Affairs</b>	15,531,413	1,727,766	11.1%	17,259,179
<b>Administration and Finance</b>	5,000			5,000
<b>Total Uses</b>	\$ 15,553,049	\$ 1,727,227	11.1%	\$ 17,280,276

## **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.

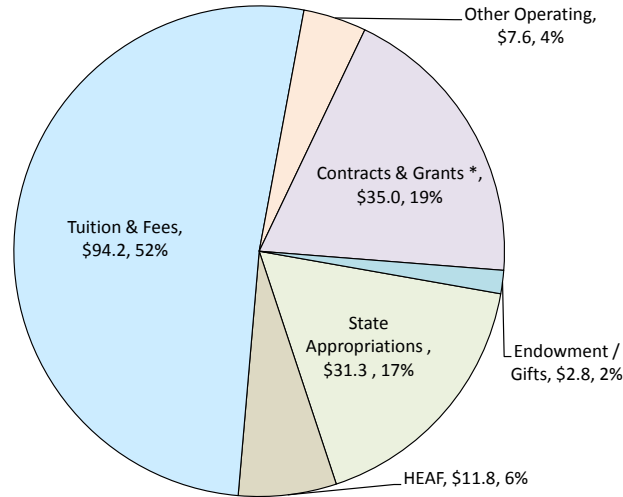
### **6.5 Documentation**

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.

FY2018

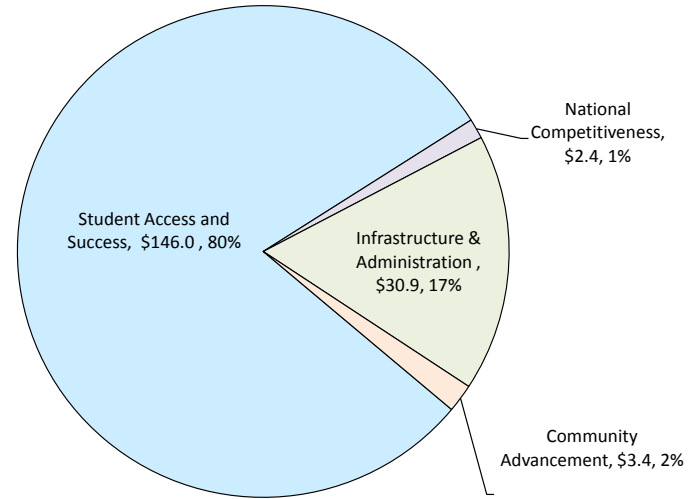
### UH-Downtown Budget

Operating Budget Source of Funds



\* Includes Federal Financial Aid Total \$182.7 Million

Operating Budget Use of Funds



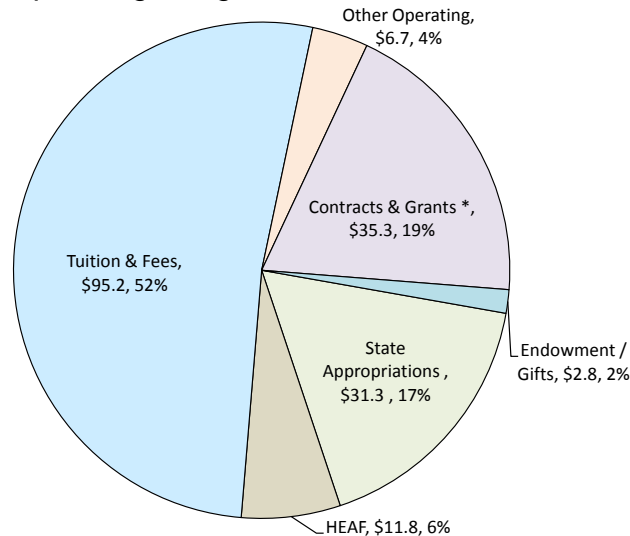
Total \$182.7 Million

**Total Budget**

	\$ Millions
Operating Budget	\$ 182.7
Capital Facilities	22.5
<b>Total</b>	<b>\$ 205.2</b>

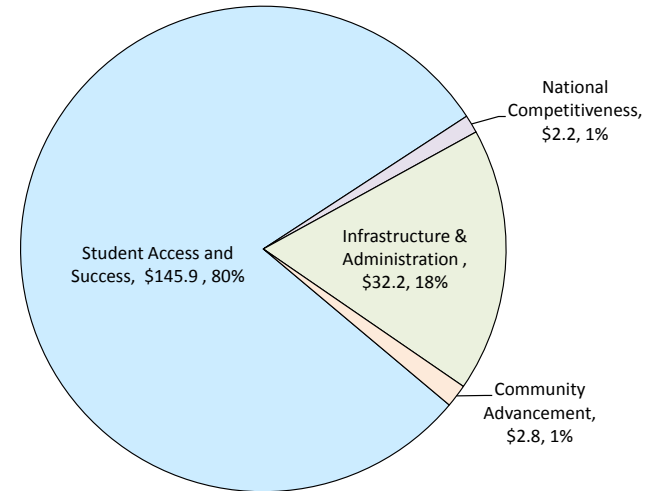
FY2019

Operating Budget Source of Funds



\* Includes Federal Financial Aid Total \$183.1 Million

Operating Budget Use of Funds



Total \$183.1 Million

**Total Budget**

	\$ Millions
Operating Budget	\$ 183.1
Capital Facilities	55.7
<b>Total</b>	<b>\$ 238.8</b>

**UH - Downtown**  
**Revenues FY2015 - FY2019**  
**\$ in Millions**

	A 2015 Actual	B 2016 Actual	C 2017 Actual	D 2018 Budgeted	E 2019 <b>Proposed</b>
1 State Appropriations	\$ 27.6	\$ 30.4	\$ 30.5	\$ 31.3	\$ 31.3
2 HEAF	7.4	7.8	11.8	11.8	11.8
3 Tuition & Fees	80.5	86.5	91.2	94.2	95.2
4 Other Operating	7.1	6.7	6.9	7.6	6.7
5 Contracts & Grants *	36.9	36.3	36.5	35.0	35.3
6 Endowment / Gifts	3.6	1.9	1.8	2.8	2.8
7 Total	<u>\$ 163.1</u>	<u>\$ 169.6</u>	<u>\$ 178.7</u>	<u>\$ 182.7</u>	<u>\$ 183.1</u>

\* Includes Federal financial aid

**UH - Downtown**  
**Expenditures FY2015 - FY2019**  
**\$ in Millions**

	A 2015 Actual	B 2016 Actual	C 2017 Actual	D 2018 Budgeted	E 2019 <b>Proposed</b>
1 Student Access and Success	\$ 121.5	\$ 130.4	\$ 133.5	\$ 146.0	\$ 145.9
2 National Competitiveness	2.5	2.5	3.4	2.4	2.2
3 Infrastructure & Administration	27.0	28.1	31.4	30.9	32.2
4 Community Advancement	4.3	4.1	4.1	3.4	2.8
5 Total	<u>\$ 155.3</u>	<u>\$ 165.1</u>	<u>\$ 172.4</u>	<u>\$ 182.7</u>	<u>\$ 183.1</u>



**University of Houston - Downtown  
FY2019 Operating Budget Expenditures by Function**

	A	B	C	D	E	F	G	H	I	J	K	L
<b>Expenditure Budget</b>	<b>Instruction</b>	<b>Research</b>	<b>Academic Support</b>	<b>Subtotal</b>	<b>Public Service</b>	<b>Student Services</b>	<b>Institutional Support</b>	<b>Physical Plant</b>	<b>Scholarships &amp; Fellowships</b>	<b>Auxiliary Enterprises</b>	<b>FY 2019 Total</b>	<b>FY 2018 Total</b>
<b>1 Cost of Goods Sold</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,000	\$ 2,000	\$ 2,000
2 Tenure Track Faculty	23,039,090		278,524	<b>23,317,614</b>	4,200	22,851				36,722	<b>23,381,387</b>	<b>24,401,443</b>
3 Non-Tenure Track Faculty	5,285,105			<b>5,285,105</b>	13,263						<b>5,298,368</b>	<b>5,386,128</b>
4 Adjunct Faculty	4,810,792			<b>4,810,792</b>							<b>4,810,792</b>	<b>4,178,598</b>
5 Graduate Assistant												
6 Exempt Staff	1,050,769	386,986	10,687,467	<b>12,125,222</b>	839,237	2,506,588	7,952,569	634,987		2,223,275	<b>26,281,878</b>	<b>26,898,748</b>
7 Non-Exempt Staff	767,473	74,772	4,211,311	<b>5,053,556</b>	246,891	1,821,609	3,293,830	1,575,367		1,164,048	<b>13,155,301</b>	<b>13,375,340</b>
8 Student Employees	143,069	3,350	685,243	<b>831,662</b>	30,678	390,944	72,894	7,966	590,000	347,703	<b>2,271,847</b>	<b>2,385,801</b>
9 Summer Instruction Salaries	2,620,423			<b>2,620,423</b>							<b>2,620,423</b>	<b>2,534,953</b>
<b>10 Benefits</b>	<b>8,903,761</b>	<b>152,554</b>	<b>4,378,947</b>	<b>13,435,262</b>	<b>319,246</b>	<b>1,411,878</b>	<b>3,756,279</b>	<b>955,827</b>		<b>939,659</b>	<b>20,818,151</b>	<b>20,975,278</b>
<b>11 Subtotal</b>	<b>46,620,482</b>	<b>617,662</b>	<b>20,241,492</b>	<b>67,479,636</b>	<b>1,453,515</b>	<b>6,153,870</b>	<b>15,075,572</b>	<b>3,174,147</b>	<b>590,000</b>	<b>4,711,407</b>	<b>98,638,147</b>	<b>100,136,289</b>
<b>12 Capital</b>			4,858,000	<b>4,858,000</b>		229,310	2,054,639	13,428		20,000	<b>7,175,377</b>	<b>6,496,314</b>
13 M&O	1,207,974	1,506,096	7,326,102	<b>10,040,172</b>	1,305,594	1,461,802	6,148,149	3,962,819		2,773,301	<b>25,691,837</b>	<b>25,137,728</b>
14 Travel & Business Expense	325,360	71,542	422,602	<b>819,504</b>	40,326	46,215	156,328	21,430		466,197	<b>1,550,000</b>	<b>1,450,000</b>
15 Debt Service								2,558,125		691,447	<b>3,249,572</b>	<b>3,247,247</b>
16 Utilities								1,618,786		236,214	<b>1,855,000</b>	<b>2,180,000</b>
17 Scholarship & Fellowship									44,973,148		<b>44,973,148</b>	<b>44,099,641</b>
<b>18 Subtotal</b>	<b>1,533,334</b>	<b>1,577,638</b>	<b>12,606,704</b>	<b>15,717,676</b>	<b>1,345,920</b>	<b>1,737,327</b>	<b>8,359,116</b>	<b>8,174,588</b>	<b>44,973,148</b>	<b>4,187,159</b>	<b>84,494,934</b>	<b>82,610,930</b>
<b>19 Total Expenditure Budget</b>	<b>\$ 48,153,816</b>	<b>\$ 2,195,300</b>	<b>\$ 32,848,196</b>	<b>\$ 83,197,312</b>	<b>\$ 2,799,435</b>	<b>\$ 7,891,197</b>	<b>\$ 23,434,688</b>	<b>\$ 11,348,735</b>	<b>\$ 45,563,148</b>	<b>\$ 8,900,566</b>	<b>\$ 183,135,081</b>	<b>\$ 182,749,219</b>

## **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 21<sup>st</sup> 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.

Each of the goals, university priorities, and budgeted resource initiatives outlined in the subsequent narrative correspond to and are summarized in the Appendix A (Allocation of New Resources) and Appendix B (Allocation of HEAF) tables which appear at the end of the narrative section.

## **UHD Revised Strategic Plan 2017-2020**

In 2017, the strategic plan goals were revised with input from faculty, staff, students and administrators. Based on the revised goals and objectives of the current strategic plan, the key performance targets to be achieved by 2020 are:

- Attain a graduation rate of 28%.
- Improve the retention rates in the first year to 75% and second year to 60%.
- Increase enrollment to 15,400 students.
- Offer 10-12 new programs and professional certificates.
- Increase research expenditure to \$4 million.
- Achieve total of \$25 million in external funding.

## **Overview of UHD's FY2019 Plan and Budget**

### ***UHD Progress Card***

In 2018 UHD attained an all-time high graduation rate of 20.76 percent and a retention rate of 72.26 percent, despite the fact that many of its students were significantly impacted by Hurricane Harvey. The fact that UHD was able to improve these key metrics is in part attributable to the UHD Harvey Relief Fund, which provided considerable support to UHD's Harvey-impacted students. A total of \$600,000 was raised through the UHD Harvey Relief Fund and through external sources, including the Greater Houston Community Foundation and the Strada Education Network.

In addition, this past year UHD received the UHS Regents Award for Academic Excellence and the Texas Higher Education Coordinating Board's STAR award for its course redesign program and its impact on improving student success. The Coordinating Board also recognized the excellence of UHD's supplemental instruction initiative led by peer mentors and tutors. These two programs are part of UHD's student success

efforts which also includes Be-On-Time Scholarships, proactive advising, student success coaches, mandatory orientation, and faculty mentoring. The record high graduation rate and retention rate reflect the accomplishments of all these programs.

In an effort to provide adults who have been in the workforce with greater access to higher education, UHD has partnered with Houston Community College to develop a competency-based Bachelor of Arts and Applied Science (BAAS) with a concentration in Public Administration and Leadership. This program will allow adult students to accelerate their progress towards the BAAS by applying the skills they acquired in the workforce to meet the degree requirements. In recognition of the fact that this program is the first of its kind in the Houston area offered by a public institution, the Coordinating Board awarded UHD a \$250,000 grant to support the partnership.

***FY2019 Funding Sources***

In the ‘post-admission standards’ environment, the University continues to encounter challenges with undergraduate enrollment. In the fall of 2017, the University’s enrollment declined 2.3 percent. While flat or declining enrollments present financial difficulties, there appears to be a direct correlation between the more rigorous admission standards and the improving student performance metrics. To address the revenue shortfall attributable to the current enrollment challenges, the University reduced its base budget by 2 percent.

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 support institutional priorities. Likewise, each year the University releases a calculated amount of reserves to fund one-time, non-recurring initiatives. Overall, for FY2019 UHD has identified \$6.2 million to address critical strategic and operational needs. The sources of these funds are a Board-approved 4.3 percent tuition/fee rate increase (generated \$3.7 million), \$1.1 million of reallocations, and \$1.4 million of fund balance. Despite the scarcity of new base funds for FY2019, UHD will be committing \$400K of new money to shore up its base budget in areas where it has become overly reliant on one-time dollars. Such fiscal discipline is essential if UHD is to meet the challenges that lie ahead for higher education.

***UHD FY2019 Budget Priorities***

In order to address the undergraduate enrollment decline, UHD is dedicating over 20 percent of the FY2019 budget, \$1.3 million, to increase transfer enrollment. These funds will allow the University to offer transfer scholarships and to embed joint advisors in community college campuses to work with students who intend to enroll in UHD. This will streamline students’ transition from the community college to the University. It will also reduce the number of courses that the student attempt that do not apply toward their Bachelor’s degree. In the process, transfer students will incur less debt and graduate in a more timely manner.

<b>UHD Undergraduate Student Access Metrics</b>	<b>Base Year 2007-2008</b>	<b>FY2016-17</b>	<b>FY2017-18</b>
New Transfer Enrollment	1,963	1,948	1,821
Total Undergraduate Enrollment	11,793	14,251	13,919

For FY2019, UHD will build on the momentum it has achieved in improving student success. Approximately, \$1.45 million has been budgeted to increase peer mentors, student support staff, and non-

tenured faculty to ensure course availability. The budget will also allow the University to enhance instructional support facilities and to expand the number of high-impact experiences offered to students.

<b>UHD Undergraduate Student Success Metrics</b>	<b>Base Year 2007-2008</b>	<b>FY2016-17</b>	<b>FY2017-18</b>
FTIC 1 <sup>st</sup> Year Retention Rate	56.00%	66.08%	72.26%
FTIC Graduation Rate	15.42%	15.9%	20.76%
‘Be On Time’ - Retention Scholarship	N/A	\$1.7 million	\$1.9 million
Number Baccalaureate Degrees Awarded	1,982	2,664	3,177

In terms of national competitiveness, the FY2019 budget will fund five tenure-track positions in areas of high enrollment growth. Over the last four years, the MBA has grown by 10-fold, the BS in Computer Science by 141 percent, and Urban Education by 84 percent. These programs will receive faculty lines as will the Health and Behavior Science program which has grown from 13 students in 2015 to 212 students in 2017, and the Masters in Non-Profit Management which has grown from 23 students in 2013 to 82 students in 2017.

UHD’s infrastructure and administration will be enhanced by \$1.9 million in FY2019. Consistent with the UH Systems effort to strengthen its Title IX program, UHD will hire a Title IX Equity and Diversity Officer reporting directly to the President. Academic and student support will receive three additional staff positions. The Technology Teaching and Learning Center will hire a videographer to support online courses and UHD marketing. The infrastructure and administration budget also includes increased cost for flood insurance, maintenance of software licenses, and funds to support professional development.

In addition to the \$6.2 million of new operating resources, UHD also has available \$11.7 million of HEAF to address capital needs in FY2019. One of the most significant long-term HEAF investments is the \$2.5 million currently being used to pay the debt service on the bonds which enabled UHD to purchase 17 acres of land adjacent to its campus. These bond proceeds are also supplementing the state funding received for the construction of a new Science and Technology Building and related Central Utility 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 persistence. 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, which is guided by the University of Houston System goals, the UHD Progress Card, and the current UHD Revised Strategic Plan 2017-2020, begins at the department level where staff and faculty in all units identify and prioritize new initiatives. These unit 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 mentioned above, UHD reduced its base budget by 2 percent or \$1.7 million. The elimination of vacant positions accounted for 75 percent of the reduction, with maintenance and operations funds accounting for the balance. Faculty positions in low enrollment programs were eliminated, totaling 9.5 FTEs. Reorganization and gains in efficiency allowed units to cut 5.5 staff positions. The exercise required units to carefully review their maintenance and operations budget which provided the opportunity to reevaluate, consolidate and reduce spending.

Reallocations amounted to \$1.1 million. Faculty lines in low producing programs were strategically reinvested in faculty in high-growth disciplines. Vacant staff positions were reassessed in terms of priorities and moved to support the transfer enrollment initiative. Fund balances were budgeted to renovate and refurbish study spaces for students. Unallocated tuition revenue will increase the operational budget for the science labs.

Through an internal reallocation, Facilities Management will add \$250K of needed funds to its Operations and Maintenance budget. These funds will come from the Utilities budget. Utilities funds are being freed up as a result of recent investments in mechanical and electrical infrastructure, which have led to significant cost savings.

## **Priority 1 - Student Access and Success**

### **Context**

With an enrollment target of 2,400 new transfer students by 2020, it is imperative that UHD strengthen its relationships with feeder community colleges. UHD is embedding advisors at community college campuses, encouraging joint admissions, and providing streamlined 2+2 degree maps for each of the majors offered at UHD to students with Associate of Arts (AA) and Associate of Applied Sciences (AAS) degrees. UHD's Nursing program is pioneering a 2<sup>2</sup> model with the HCC's Coleman College of Health Sciences to offer Bachelor of Science in Nursing (BSN) to be completed at the Coleman College.

Additionally, increased merit and need-based scholarships will be offered to both recruit and retain transfer students. To increase transfer retention, UHD will be piloting a new transfer orientation program which will create academic pathways to workforce careers.

Building on its success in improving First Time in College (FTIC) freshman retention and graduation rates, UHD will use feedback from students to upgrade its 4-day orientation, faculty mentoring, experiential learning offerings and support of students on probation. Advisors will also be given access to a predictive analytics tool- '*Student Success Collaborative*'. This tool, along with career assessment, will allow students to better align their choice of a major with their career goals.

Finally, during the year, President Muñoz challenged the university to redouble its efforts to reverse the undergraduate enrollment decline. To that end, he awarded \$100,000 to each of the five colleges to fund initiatives that would increase student recruitment and retention. The Deans then matched the awards, establishing a million dollar pool across the colleges to support innovative enrollment strategies. The project has galvanized the campus, engaging department chairs, program coordinators, faculty, staff and students. The President has led the effort by making presentations to over two dozen local high schools. The responses from prospective students has been enthusiastic, and the president has committed to base fund the \$100,000 for any college that increases their enrollment by 10 percent or more.

### ***FY 2019 Budget Initiatives***

- *Increased Financial Aid (\$1,713,815 Operating Funds)*

Approximately 67 percent 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 has committed to offering FTIC and transfer students an additional \$1.44 million in merit, need-based and retention scholarships. An additional \$134,000 has been allocated to UHD's exemption and waiver programs authorized or mandated by the Texas Legislature (e.g. Hazelwood for Veterans, blind students, etc.). Research shows that students engaged on campus are more likely to succeed. To that end, in FY2019 UHD will invest \$100,000 in a freshman work-study program.

- *Increased Enrollment, Retention and Graduation Rates (\$1,867,539 Operating Funds)*  
UHD plans to invest over \$450,000 in transfer student recruitment by hiring five embedded advisors stationed in community colleges and two transfer advisors to bolster the advising unit. With the completion of two key student success grants, funding will be allocated to sustain the peer mentoring initiative, as well as the male minority initiative that allows UHD to develop and support cohorts of young men of color who are most susceptible to academic attrition.

To ensure course availability, over \$300,000 has been budgeted for adjuncts, summer instruction and full-time non-tenure track faculty. Included in the last item is a lecturer position to assist in the development and implementation of a competency-based Bachelor of Arts and Applied Sciences (BAAS) with a concentration in Applied Public Administration and Leadership. Four additional staff will be hired to support course assessment, the new Nursing program, online instruction and graduate studies.

To enhance the University infrastructure support of student success, \$480,000 of operating funds will be spent on the completion of the student information system, refurbishing of student study areas and the expansion of science and technology lab operations to support undergraduate research.

- *Recruiting/Enrollment Services (\$975,000 HEAF)*  
HEAF funds will be used to complete the conversion of the student information system (\$575,000), as well as the implementation of an EAB tool called 'Student Success Collaborative' - a predictive analytics program (\$160,000). Study area spaces will be built to support the growing number of learning communities at UHD, including honors, early college, male minority, and community engagement (\$200,000).
- *Library Support (\$2,240,000 HEAF)*  
In responding to student utilization trends, in the coming year the library will spend 80 percent of its HEAF budget providing students access to digital databases and journal subscriptions. The remaining 20 percent will cover the purchase of books, e-books, videos, and recordings.
- *Expand Academic Facilities and Equipment (\$1,468,750 HEAF)*  
Approximately \$1.2 million will be used to upgrade computer labs, equipment in presentation classrooms and event rooms. Additional funds will be used to renovate multi-purpose rooms, classrooms, labs, and offices for faculty and staff.
- *Accommodate Continued Growth (\$2,742,500 HEAF)*  
In FY2017, UHD issued \$37 million in Consolidated Revenue Bonds (CRB) to fund the acquisition of land and to supplement the Science & Technology (S&T) Building/Central Utility Plant project. In 2019, \$2,552,500 will be spent on the debt service of the CRB.

The new S&T Building will drive growth and academic excellence in the STEM fields. In addition to providing a site for the S&T Building, the acquired property (and utility plant) will enable the planned Student Wellness and Success Center, which will help UHD establish a greater ‘sense of place’ for its students, which will support retention efforts. Finally, there is a placeholder on the acquired property for an additional academic building, which will be needed to accommodate future growth.

**Investment of FY 2019 Resources in Student Access and Success Initiatives**

	<u>Operating \$s</u>	<u>HEAF</u>	<u>Total</u>
Increasing Financial Aid	\$1,713,815		\$1,713,815
Increasing Enrollment, Retention and Graduation Rates	\$1,867,539		\$1,867,539
Recruiting/Enrollment Services		\$975,000	\$975,000
Library Support		\$2,240,000	\$2,240,000
Expand Academic Facilities and Equipment		\$1,468,750	\$1,468,750
Accommodate Continued Growth		\$2,742,500	\$2,742,500
<b>Total</b>	<b>\$3,581,354</b>	<b>\$7,426,250</b>	<b>\$11,007,604</b>

**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 21<sup>st</sup> 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, an appropriate ratio of full-time vs. part-time faculty, and course coverage, as recommended by SACSCOC, UHD is strategically hiring four new tenure/tenure-track positions. These positions will support fast-growing undergraduate and graduate programs in Computer Science, Urban Education, Management, Health and Behavioral Science and Non-Profit Management.

**FY 2019 Budget Initiatives**

- *Faculty Recruitment and Retention (\$604,548 Operating funds)*  
National searches for new tenure/tenure-track positions will be conducted in FY2019. Additionally, to support new faculty and to promote research and scholarship, funds to increase internal grants is being requested.
- *Facilities and Technology (\$205,000 HEAF)*  
HEAF is being provided in FY2019 to enable the new Science & Technology Building to achieve the coveted LEED Gold certification and to buy new equipment for the Natural Science, Computer Science and Engineering Technology Labs.

**Investment of FY 2019 Resources in National Competitiveness Initiatives**

	<u>Operating \$s</u>	<u>HEAF</u>	<u>Total</u>
Faculty Recruitment and Retention	\$604,548		\$604,548
Facilities and Technology		\$205,000	\$205,000
<b>Total</b>	<b>\$604,548</b>	<b>\$205,000</b>	<b>\$809,548</b>

## 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.

UHD continues to operate with a low level of staff support, so every year an effort is made to add positions in the areas of most critical need. For FY2019 UHD will be adding a full-time Title IX Coordinator, a Video Production Specialist to support both the instructional efforts and the marketing/communications unit, and three administrative support positions in the Academic and Student Affairs division.

Beyond the new positions, HEAF funds will be provided to address planned maintenance needs and renovation, and to maintain UHD's technology environment.

### FY 2019 Budget Initiatives

- *Recruit/Retain Highly Qualified Staff (\$90,408 Operating Funds)*  
In a year where funding is unavailable to support pay raises, it is important that steps be taken to support staff in other ways. To this end, additional funds will be provided for the existing Staff Tuition Reimbursement Program, small stipends will be provided for the officers serving on Staff Council, some funds will be provided to the Employment Services unit to support staff talent development and, most notably, \$50,000 will be used to support a President's Leadership Academy to help develop the staff and faculty leaders of tomorrow.
- *Ongoing Physical Plant Maintenance and Upgrades (\$250,000 Operating Funds, \$1,725,000 HEAF)*  
Through an internal reallocation, Facilities Management will add \$250K of needed funds to its Operations & Maintenance budget. These funds will come from the Utilities budget. UHD is continuing to invest a sizable portion of its additional HEAF (for the 2016-2025 cycle) in plant maintenance. Some of these investments (new high-efficiency cooling towers, upgrading of digital controls for HVAC) are contributing directly to the aforementioned utilities savings.
- *Ongoing Technology Maintenance and Upgrades (\$391,615 Operating Funds, \$2,070,000 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 FY2019, UHD will allocate funds to cover the increasing cost of software licensing/hardware maintenance agreements, continue with its well-established Desktop PC refresh program, upgrade servers and network infrastructure, expand storage capacity, and add a Video Production Specialist position in IT.
- *Providing Campus Safety/Security (\$181,000 HEAF)*  
For FY2019 there will be several initiatives to further enhance campus safety and security. Along with the annual addition of a police vehicle, capital funds are being provided to ensure that the expanding PD Data Center is kept current. Funds are also being provided for the purchase of six mobile data terminals for PD vehicles, which will enable UHD officers to be more effective while in the field. An exciting new Police initiative for FY2019 will be the addition of two Segway vehicles, which are ideally suited for UHD's dense urban campus. Lastly, funds are being provided for the purchase of Tasers, now that a UHS policy governing usage has been developed under the guidance of the UHS AVP for Police Operations.



- *General Administration and Operations (\$1,177,745 Operating Funds, \$145,627 HEAF)*  
 In the current environment it is increasingly important that universities demonstrate a strong commitment to compliance with Title IX of the HEA. For FY2019 UHD will be adding a full-time Title IX Officer. The University will also add three administrative support positions, Department Business Administrators in both the newly created department of History, Humanities, and Languages (HHL) and the department of Criminal Justice/Social Work (CJ/SW), and a Financial Asst II in the Student Activities unit. An increase in general administrative costs for FY2019 comes via the UHS Service Charge, which increases by over \$750K primarily to support the consolidation of IT Security operations. Property insurance premiums have also risen post-Harvey.

**Investment of FY 2019 Resources in University  
 Infrastructure and Administration**

	<u>Operating \$s</u>	<u>HEAF</u>	<u>Total</u>
Recruit/Retain Highly Qualified Staff	\$90,408	-	\$90,408
Ongoing Physical Plant Maintenance and Upgrades	\$250,000	\$1,725,000	\$1,975,000
Ongoing Technology Maintenance and Upgrades	\$391,615	\$2,070,000	\$2,461,615
Provide Campus Security	-	\$181,000	\$181,000
General Administration and Operations	\$1,177,745	\$145,627	\$1,323,372
<b>Total</b>	<b>\$1,909,768</b>	<b>\$4,121,627</b>	<b>\$6,031,395</b>

## 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. Students participate in both curricular and co-curricular community engagement activities on- and off-campus. Approximately, 1000 students participated in community engagement activities supported by more than 125 faculty and staff.

Also, in FY2017, University Advancement had a banner year raising over \$13 million. Moving forward, the Division of Advancement and External Relations continues its outreach, raising UHD's recognition in the greater Houston community.

### FY2019 Budget Initiatives

- *Increase Marketing Staff (\$103,820 Operating Funds)*  
A full-time photographer/videographer is requested by University Advancement and External Relations. In FY2018, 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 is requesting to fund this position permanently to continue to manage marketing and branding in-house.

### Investment of FY 2019- Resources in Community Advancement Initiatives

	<u>Operating \$s</u>	<u>HEAF</u>	<u>Total</u>
Increase Marketing Staff	\$103,820		\$103,820
Total	\$103,820		\$103,820

**University of Houston-Downtown**  
**Appendix A - Allocation of New FY 2019 Resources**

<u>Revenue Changes</u>		A
<b>Appropriations Bill</b>		
1	General Revenue	\$ 26,809
2	Subtotal General Revenue	<u>26,809</u>
<b>Tuition and Fees</b>		
3	Consolidated Tuition and Fees	3,674,097
4	Enrollment Increase/(Decrease)	<u>(1,740,158)</u>
5	Subtotal Tuition and Fees	<u>1,933,939</u>
<b>Other</b>		
6	Fund Balance	<u>1,359,328</u>
7	Subtotal Other	<u>1,359,328</u>
8	<b>Total Net Revenue</b>	<b><u>\$ 3,320,076</u></b>

<u>Reallocations/Reductions</u>		B
1	University-wide Budget Reduction (2%)	\$ (1,740,158)
2	Reallocations - ASA and A&F	<u>(1,139,256)</u>
3	<b>Subtotal - Reallocations/Reductions</b>	<b><u>\$ (2,879,414)</u></b>

<u>Priority/Initiative Allocations</u>		C
<b>Priority 1. Student Access and Success</b>		
4	Financial Aid	\$ 1,713,815
5	Retention & Graduation Rates	<u>1,867,539</u>
6	Subtotal - Student Access and Success	<u>3,581,354</u>
<b>Priority 2. National Competitiveness</b>		
7	Faculty Recruitment and Retention	<u>604,548</u>
8	Subtotal - National Competitiveness	<u>604,548</u>
<b>Priority 3. University Infrastructure &amp; Administration</b>		
9	Recruit/Retain Highly Qualified Staff	90,408
10	Physical Plant Maint. & Upgrades	250,000
11	Technology Maint. & Upgrades	391,615
12	General Administration & Operations	<u>1,177,745</u>
13	Subtotal - University Infrastructure & Administration	<u>1,909,768</u>
<b>Priority 4. Community Advancement</b>		
14	Community Awareness	<u>103,820</u>
15	Subtotal - Community Advancement	<u>103,820</u>
16	<b>Total Priority/Initiative Allocations</b>	<b><u>\$ 6,199,490</u></b>

17	<b>Total Net Reallocations and New Allocations</b>	<b><u>\$ 3,320,076</u></b>
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**University of Houston-Downtown  
Appendix B - Allocation of FY 2019 HEAF**

<b><u>FY19 Allocation</u></b>	
<b>HEAF</b>	<b><u>\$ 11,752,877</u></b>

<b><u>Priority/Initiative</u></b>	<b><u>HEAF</u></b>
<b>Priority 1. Student Success</b>	
Recruiting/Enrollment Services	\$ 975,000
Library Support	2,240,000
Academic Facilities & Equipment	1,468,750
Debt Service - STEM Building	2,742,500
Subtotal	<u>\$ 7,426,250</u>
<b>Priority 2. National Competitiveness</b>	
Facilities/Labs and Technology	205,000
Subtotal	<u>\$ 205,000</u>
<b>Priority 3. University Infrastructure &amp; Administration</b>	
Physical Plant Maintenance & Upgrades	1,725,000
Technology Maintenance & Upgrades	2,070,000
Campus Safety/Security	181,000
Operational Support	145,627
Subtotal	<u>\$ 4,121,627</u>
<b>Total Priority/Initiative Allocations</b>	<u><u>\$ 11,752,877</u></u>

## University of Houston-Downtown

### Appendix C - Projected Expenditure of Scholarships and Grants

	<b>FY2018</b>	<b>FY2019</b>
TEXAS Grant	\$ 6,433,055	\$ 6,500,000
Texas Public Education Grants (TPEG)	1,957,792	1,982,352
Designated Tuition - Scholarship Set-Asides	6,064,268	6,384,157
 <b><u>Institutional Scholarships</u></b>		
<b>UHD endowed scholarship funds:</b>		
Scholarship Match - Jeff Davis program	8,000	1,000
AMP Scholarship	70,000	70,000
Red Rose Scholarships funded through endowments	74,563	73,534
All other UHD endowed scholarship funds	472,822	484,440
Subtotal Institutional Scholarships	\$ 625,385	\$ 628,974
 <b>UHD portion of shared UH System scholarship endowments</b>	 38,859	 36,410
Autrey, Cullen Leadership, Cullinan, Int'l Paper, Enron		
<b>Endowed scholarships held at the UH Foundation</b>	126,800	124,050
Dykes, A/B, Engel, Wood & Hearst-UHD, Hugh Roy Cullen-UHS		
 <b><u>Non-Endowed Scholarships</u></b>		
B-on-Time Scholarships	1,522,696	1,522,696
Red Rose Scholarships	437	1,466
Deans' Transfer Scholarships	40,000	40,000
Merit Scholarship Funds	450,000	550,000
Scholars Academy Scholarships	320,000	320,000
100 Club Scholarships	160,000	180,000
All other UHD non-endowed scholarship funds	472,202	590,504
Subtotal Non-Endowed Scholarships	\$ 2,965,335	\$ 3,204,666
 <b>Total</b>	 \$ 18,211,494	 \$ 18,860,609

Note: UHD expects to process approximately \$25.9 million in PELL, SEOG, and CWSP grants in FY2019.

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

	<b>A</b>		<b>B</b>		<b>C</b>		<b>D</b>		<b>E</b>		<b>F</b>		<b>G</b>	
	<u>Historical</u>		-----Change-----				<u>Current</u>		-----Change-----				<u>New</u>	
	FY2017 Budget		Dollars	Percent	FY2018 Budget		Dollars	Percent	FY2019 Budget		Dollars	Percent	FY2019 Budget	
<b>Operating &amp; Restricted Budget</b>														
<b>Source of Funds</b>														
1 State Appropriations	\$	30.7	\$	0.7	2.2%	\$	31.3	\$	0.0	0.0%	\$	31.3		
2 HEAF		8.0		0.7	9.3%		8.7		0.7	8.4%		9.5		
3 Tuition & Fees		90.3		3.9	4.3%		94.2		1.0	1.0%		95.2		
4 Other Operating		8.5		2.1	24.8%		10.7		(1.6)	-15.4%		9.0		
5 Contracts & Grants		38.8		(3.7)	-9.7%		35.0		0.3	0.9%		35.3		
6 Endowment Income/Gifts		2.9		(0.0)	-1.4%		2.8		(0.0)	-0.2%		2.8		
<b>7 Total Sources</b>	\$	179.1	\$	3.6	2.0%	\$	182.7	\$	0.4	0.2%	\$	183.1		
<b>Use of Funds by Object</b>														
8 Salaries and Wages - Faculty	\$	34.9	\$	1.6	4.5%	\$	36.5	\$	(0.4)	-1.1%	\$	36.1		
9 Salaries and Wages - Staff		40.7		2.2	5.4%		42.9		(1.1)	-2.7%		41.7		
10 Benefits		19.9		1.1	5.7%		21.0		(0.2)	-1.0%		20.8		
11 M&O		27.2		(0.9)	-3.2%		26.3		0.9	3.4%		27.2		
12 Capital		6.6		(0.1)	-1.5%		6.5		0.7	10.5%		7.2		
13 Scholarships		46.9		(2.8)	-6.1%		44.1		0.9	2.0%		45.0		
14 Debt Service		0.7		2.5	365.0%		3.2		0.0	0.1%		3.2		
15 Utilities		2.2		(0.0)	0.0%		2.2		(0.3)	-14.9%		1.9		
<b>17 Total Uses</b>	\$	179.1	\$	3.6	2.0%	\$	182.7	\$	0.4	0.2%	\$	183.1		

**Capital Facilities Budget**

<b>Source of Funds</b>														
18 HEAF	\$	3.8	\$	(0.7)	-19.4%	\$	3.0	\$	(0.7)	-24.2%	\$	2.3		
19 Bonds		-		14.5			14.5		26.7	183.5%		41.2		
21 Other		0.3		0.9	304.9%		1.2		0.1	7.0%		1.2		
22 HEAF Bond Proceeds/Instnt Funds		2.0		1.7	87.4%		3.7		7.3	193.5%		11.0		
<b>23 Total Sources</b>	\$	6.0	\$	16.4	271.8%	\$	22.5	\$	33.2	147.8%	\$	55.7		
<b>Use of Funds by Object</b>														
24 Construction	\$	2.0	\$	16.3	815.0%	\$	18.3	\$	33.9	185.2%	\$	52.2		
25 Major Rehabilitation		4.0		0.1	3.4%		4.2		(0.7)	-15.6%		3.5		
26 Acquisitions		-		-			-		-			-		
<b>27 Total Uses</b>	\$	6.0	\$	16.4	271.8%	\$	22.5	\$	33.2	147.8%	\$	55.7		

**Total Operating, Restricted and Capital Budget**

28	\$	185.2	\$	20.1	10.8%	\$	205.2	\$	33.6	16.4%	\$	238.8		
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**University of Houston-Downtown**  
**Table 2 - Operations**

<b>Source of Funds</b>	<b>FY2018</b>	<b>-----Change-----</b>		<b>FY2019</b>
	<b>Budget</b>	<b>Dollars</b>	<b>Percent</b>	<b>Budget</b>
<b>General Funds</b>				
State General Revenue Appropriations				
Formula Funding	\$ 24,483,438	\$ 26,810	0.1%	\$ 24,510,248
Special Items	264,961	(1)	0.0%	264,960
State Benefits Appropriation	6,482,491	(10,675)	-0.2%	6,471,816
Dedicated Appropriations-TX CWS/License Plate	97,466	(4,966)	-5.1%	92,500
Subtotal State General Revenue Appropriations	31,328,356	11,168	0.0%	31,339,524
Tuition and Fees				
Statutory & Graduate Premium	20,167,477	(81,429)	-0.4%	20,086,048
Subtotal Tuition and Fees	20,167,477	(81,429)	-0.4%	20,086,048
HEAF	11,752,877			11,752,877
Income on State Treasury Deposits	30,000	3,000	10.0%	33,000
Fund Balance	300,000	20,000	6.7%	320,000
Subtotal General Funds	63,578,710	(47,261)	-0.1%	63,531,449
<b>Designated</b>				
Tuition and Fees				
Designated Tuition - General	47,474,857	2,508,396	5.3%	49,983,253
Designated Tuition - Differential	4,986,406	(799,500)	-16.0%	4,186,906
Library Fee	2,071,973	(42,206)	-2.0%	2,029,767
Technology Fee	5,315,647	(114,581)	-2.2%	5,201,066
Major/Department/Class Fees	9,168,361	(116,689)	-1.3%	9,051,672
Subtotal Tuition and Fees	69,017,244	1,435,420	2.1%	70,452,664
Indirect Cost	166,911	(28,327)	-17.0%	138,584
Investment Income on Non-Endowed Funds	510,000	10,000	2.0%	520,000
Endowment Income	312,898	(4,150)	-1.3%	308,748
Contracts / Grants / Gifts	40,535	(10,535)	-26.0%	30,000
Self Supporting Organizations/Others	2,634,030	(778,630)	-29.6%	1,855,400
Fund Balance	3,885,804	(1,090,094)	-28.1%	2,795,710
Subtotal Designated Funds	76,567,422	(466,316)	-0.6%	76,101,106
<b>Auxiliary Enterprises</b>				
Student Fees				
Student Service Fee	4,703,985	(277,162)	-5.9%	4,426,823
Recreation and Wellness Center	1,232,322	(21,225)	-1.7%	1,211,097
Other Student Fees	233,000	11,000	4.7%	244,000
Subtotal Student Fees	6,169,307	(287,387)	-4.7%	5,881,920
Sales & Service - Parking	1,675,000			1,675,000
Sales & Service - Athletics/Hotel/UC/Other	792,000	(25,000)	-3.2%	767,000
Fund Balance	309,812	266,834	86.1%	576,646
Subtotal Auxiliary Funds	8,946,119	(45,553)	-0.5%	8,900,566
<b>Total Current Operating Funds</b>	<b>149,092,251</b>	<b>(559,130)</b>	<b>-0.4%</b>	<b>148,533,121</b>
<b>Interfund Transfer</b>	<b>(4,179,063)</b>	<b>652,000</b>	<b>-15.6%</b>	<b>(3,527,063)</b>
<b>Total Sources</b>	<b>\$ 144,913,188</b>	<b>\$ 92,870</b>	<b>0.1%</b>	<b>\$ 145,006,058</b>
<b>Use of Funds by Object</b>				
<b>Salaries and Wages</b>	<b>\$ 77,974,447</b>	<b>\$ (1,539,682)</b>	<b>-2.0%</b>	<b>\$ 76,434,765</b>
<b>Benefits</b>	<b>20,787,884</b>	<b>(211,931)</b>	<b>-1.0%</b>	<b>20,575,953</b>
<b>M&amp;O</b>	<b>23,389,119</b>	<b>893,802</b>	<b>3.8%</b>	<b>24,282,921</b>
<b>Capital</b>	<b>6,496,314</b>	<b>679,063</b>	<b>10.5%</b>	<b>7,175,377</b>
<b>Scholarships</b>	<b>10,838,177</b>	<b>594,293</b>	<b>5.5%</b>	<b>11,432,470</b>
<b>Debt Service</b>	<b>3,247,247</b>	<b>2,325</b>	<b>0.1%</b>	<b>3,249,572</b>
<b>Utilities</b>	<b>2,180,000</b>	<b>(325,000)</b>	<b>-14.9%</b>	<b>1,855,000</b>
<b>Total Uses</b>	<b>\$ 144,913,188</b>	<b>\$ 92,870</b>	<b>0.1%</b>	<b>\$ 145,006,058</b>

**University of Houston-Downtown**  
**Table 3 - Restricted**

<b>Source of Funds</b>	<b>FY2018</b>	<b>-----Change-----</b>		<b>FY2019</b>
	<b>Budget</b>	<b>Dollars</b>	<b>Percent</b>	<b>Budget</b>
<b>Restricted</b>				
Contracts and Grants				
Research	\$ 2,889,515	\$ (4,999)	-0.2%	\$ 2,884,516
Financial Aid	32,120,680	303,320	0.9%	32,424,000
Gifts	1,328,800	10,250	0.8%	1,339,050
Endowment Income	757,682	(3,276)	-0.4%	754,406
Other Restricted	506,210	(3,848)	-0.8%	502,362
<b>Total Current Operating Funds</b>	<b>37,602,887</b>	<b>301,447</b>	<b>0.8%</b>	<b>37,904,334</b>
<b>Interfund Transfer</b>	<b>233,144</b>	<b>(8,455)</b>	<b>-3.6%</b>	<b>224,689</b>
<b>Total Sources</b>	<b>\$ 37,836,031</b>	<b>\$ 292,992</b>	<b>0.8%</b>	<b>\$ 38,129,023</b>
<b>Use of Funds by Object</b>				
<b>Salaries and Wages</b>	<b>\$ 1,385,393</b>	<b>\$ (162)</b>	<b>0.0%</b>	<b>\$ 1,385,231</b>
<b>Benefits</b>	<b>238,385</b>	<b>3,813</b>	<b>1.6%</b>	<b>242,198</b>
<b>M&amp;O</b>	<b>2,950,789</b>	<b>10,127</b>	<b>0.3%</b>	<b>2,960,916</b>
<b>Scholarships</b>	<b>33,261,464</b>	<b>279,214</b>	<b>0.8%</b>	<b>33,540,678</b>
<b>Total Uses</b>	<b>\$ 37,836,031</b>	<b>\$ 292,992</b>	<b>0.8%</b>	<b>\$ 38,129,023</b>



**University of Houston-Downtown**

**Table 4 - Capital Projects**

	-----Project Expenditures-----			Total Project Budget	-----Funded From-----			
	Project to Date (1)	FY2019 Budget	Future Year Budgets		HEAF	Revenue Bonds	Gifts	Other
<b>New Construction</b>								
STEM Building	\$ 20,286,641	\$ 52,213,359	\$ 3,000,000	\$ 75,500,000	\$ -	\$ 75,500,000	\$ -	\$ -
<b>Subtotal New Construction</b>	\$ 20,286,641	\$ 52,213,359	\$ 3,000,000	\$ 75,500,000	\$ -	\$ 75,500,000	\$ -	\$ -
<b>Major Repairs and Rehabilitation</b>								
<b>Projects Budgeted Annually</b>								
Capital Renewal/Capital Improvement	\$ -	\$ 1,469,375	\$ -	\$ 1,469,375	\$ 1,469,375	\$ -	\$ -	\$ -
Renovations/Adaptations		250,000		250,000	250,000			
<b>Major Technology Project</b>								
PeopleSoft Student	2,785,370	1,807,688		4,593,058	1,621,129			2,971,929
<b>Subtotal Major Repairs &amp; Rehabilitation</b>	\$ 2,785,370	\$ 3,527,063	\$ -	\$ 6,312,433	\$ 3,340,504	\$ -	\$ -	\$ 2,971,929
<b>Total</b>	\$ 23,072,011	\$ 55,740,422	\$ 3,000,000	\$ 81,812,433	\$ 3,340,504	\$ 75,500,000	\$ -	\$ 2,971,929

(1) Project expenditures to date, estimated through August 31, 2018

## University of Houston-Downtown

### Table 5 - Number of Full-Time Equivalent Positions

Employee Classification	FY2018 Budget	-----Change-----		FY2019 Budget
		FTE	Percent	
Faculty	296	(9)	-3.0%	287
Part-time Faculty	246	27	11.0%	273
Professional Staff	372	(6)	-1.6%	366
Classified Staff	306	(7)	-2.3%	299
Temporary Staff	155	(9)	-5.8%	146
<b>Total</b>	<b>1,375</b>	<b>(4)</b>	<b>-0.3%</b>	<b>1,371</b>

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

	<b>FY2015 Actuals</b>	<b>FY2016 Actuals</b>	<b>FY2017 Actuals</b>	<b>FY2018 Budget</b>	<b>FY2019 Budget</b>	<b>FY19 vs FY18 Change</b>
Semester Credit Hours						
Lower Division	138,524	122,528	111,803	119,300	109,538	(9,762)
Upper Division	168,029	171,118	172,233	166,586	168,759	2,173
Masters	10,960	20,723	27,585	26,263	27,808	1,545
Total	317,513	314,369	311,621	312,149	306,105	(6,044)
Semester Credit Hours-On/Off Campus						
On Campus	209,936	199,331	195,484	197,934	192,020	(5,914)
Off Campus	107,577	115,038	116,137	114,215	114,085	(130)
Total	317,513	314,369	311,621	312,149	306,105	(6,044)
Fall Headcount	14,436	14,255	14,245	14,154	13,992	(162)
Fall FTE	9,569	9,216	9,029	9,151	8,869	(282)

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

	FY2018	-----Change-----		FY2019
	Budget	Dollars	Percent	Budget
<b>Sources</b>				
Current Year Appropriations	\$ 4,741,985	\$ (278,162)	-5.9%	\$ 4,463,823
Remissions/Exemptions	(38,000)	1,000	-2.6%	(37,000)
Other Income	302,500	7,000	2.3%	309,500
Budgeted Fund Balance	115,328	198,117	171.8%	313,445
<b>Total Sources</b>	<b>\$ 5,121,813</b>	<b>\$ (72,045)</b>	<b>-1.4%</b>	<b>\$ 5,049,768</b>
<b>Allocations</b>				
Banner Financial Aid Maintenance	\$ 14,000	\$ -	0.0%	\$ 14,000
Bayou Review	10,500	(835)	-8.0%	9,665
Call Center	200,305	(1,567)	-0.8%	198,738
Campus Activities Board	28,476	(876)	-3.1%	27,600
Campus Information Center	71,400	9,206	12.9%	80,606
Career Services	500,499	(5,908)	-1.2%	494,591
Center for Student Diversity, Equity and Inclusion	60,344	237	0.4%	60,581
Clubs and Organizations	90,033	-	0.0%	90,033
Conference and Events	163,151	-	0.0%	163,151
Disabled Student Services	18,308	(308)	-1.7%	18,000
Drama Production	46,025	-	0.0%	46,025
Enrollment Management/Services	107,530	423	0.4%	107,953
Financial Aid Office	993,761	3,785	0.4%	997,546
First & Second Year Retention	120,686	475	0.4%	121,161
Food Market	-	48,000		48,000
Graduation/Diplomas	255,400	10,000	3.9%	265,400
Homecoming	20,000	-	0.0%	20,000
International Programs	31,335	(857)	-2.7%	30,478
Leadershape & Conferences	40,000	(13,939)	-34.8%	26,061
One Main Events	38,000	(8,636)	-22.7%	29,364
Registrar	200,477	8,032	4.0%	208,509
Software Consulting	7,425	-	0.0%	7,425
Student Activities	387,617	28,424	7.3%	416,041
Student Affairs	560,666	(122,174)	-21.8%	438,492
Student Assistance Program	220,000	-	0.0%	220,000
Student Awards	3,300	-	0.0%	3,300
Student Government	64,995	(3,000)	-4.6%	61,995
Student Health Services	274,837	-	0.0%	274,837
Student Newspaper	31,870	(1,000)	-3.1%	30,870
Student Services	268,702	(14,262)	-5.3%	254,440
Title IX	13,000	-	0.0%	13,000
Utilities/Other Overhead	138,097	(4,549)	-3.3%	133,548
Veterans Services	126,074	(2,416)	-1.9%	123,658
Welcome Week	15,000	(300)	-2.0%	14,700
<b>Total Allocations</b>	<b>\$ 5,121,813</b>	<b>\$ (72,045)</b>	<b>-1.4%</b>	<b>\$ 5,049,768</b>

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

Use of Funds by Organization	FY2018	-----Change-----		FY2019
	Budget	Dollars	Percent	Budget
<b>President</b>	\$ 1,251,122	\$ 197,245	15.8%	\$ 1,448,367
<b>Advancement &amp; University Relations</b>	3,332,787	22,877	0.7%	3,355,664
<b>Employment Services and Operations</b>	1,541,319	(33,189)	-2.2%	1,508,130
<b>Academic &amp; Student Affairs</b>				
Administration (Provost)	4,952,895	288,448	5.8%	5,241,343
Business Administration	18,126,155	(1,113,613)	-6.1%	17,012,542
Humanities and Social Sciences	13,597,485	(173,481)	-1.3%	13,424,004
Public Service	7,892,238	138,116	1.8%	8,030,354
Sciences and Technology	10,789,265	227,932	2.1%	11,017,197
University College	4,188,146	302,777	7.2%	4,490,923
Student Affairs	12,073,919	(107,999)	-0.9%	11,965,920
<b>Subtotal Academic &amp; Student Affairs</b>	<b>71,620,103</b>	<b>(437,820)</b>	<b>-0.6%</b>	<b>71,182,283</b>
<b>Scholarships</b>	10,878,536	(106,066)	-1.0%	10,772,470
<b>Library</b>	4,876,532	(312,163)	-6.4%	4,564,369
<b>Continuing Education</b>	1,428,968	(599,262)	-41.9%	829,706
<b>Administration</b>				
Administration (VP Administration)	496,652	25,734	5.2%	522,386
Budget, Procurement and Contracts	851,951	(3,395)	-0.4%	848,556
Business Affairs	1,750,263	201,162	11.5%	1,951,425
Information Technology	15,111,772	206,669	1.4%	15,318,441
Physical Plant	5,579,359	505,929	9.1%	6,085,288
Police	2,851,576	710,830	24.9%	3,562,406
Risk Management & Compliance	436,111	(436,111)	-100.0%	-
University Business Services	1,276,413	41,913	3.3%	1,318,326
Emergency Management	163,619	(163,619)	-100.0%	-
Utility	2,180,000	(325,000)	-14.9%	1,855,000
<b>Subtotal Administration</b>	<b>30,697,716</b>	<b>764,112</b>	<b>2.5%</b>	<b>31,461,828</b>
<b>Staff Benefits</b>	11,107,668	162,825	1.5%	11,270,493
<b>Community Development</b>	264,961	(1)	0.0%	264,960
<b>System Service Charges</b>	1,667,664	854,804	51.3%	2,522,468
<b>Insurance Premium</b>	402,949	60,443	15.0%	463,392
<b>Debt Service</b>	3,247,247	2,325	0.1%	3,249,572
<b>Fund Balance Contingency</b>	2,595,616	(483,260)	-18.6%	2,112,356
<b>Total Uses</b>	<b>\$ 144,913,188</b>	<b>\$ 92,870</b>	<b>0.1%</b>	<b>\$ 145,006,058</b>

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

	FY2018 Budget	-----Change-----		FY2019 Budget
		Dollars	Percent	
<b>Use of Funds by Organization</b>				
<b>President</b>	\$ 6,003	\$ (31)	-0.5%	\$ 5,972
<b>Advancement &amp; External Relations</b>	5,000	1,000	20.0%	6,000
<b>Academic &amp; Student Affairs</b>				
Administration (Provost)	304,326	121,243	39.8%	425,569
Business Administration	484,283	(126,720)	-26.2%	357,563
Humanities and Social Sciences	129,232	(36,998)	-28.6%	92,234
Public Service	725,874	1,308	0.2%	727,182
Sciences and Technology	1,212,907	(48,328)	-4.0%	1,164,579
University College	995,517	79,531	8.0%	1,075,048
<b>Subtotal Academic &amp; Student Affairs</b>	3,852,139	(9,964)	-0.3%	3,842,175
<b>Scholarships</b>	33,466,679	305,835	0.9%	33,772,514
<b>Fund Balance Contingency</b>	506,210	(3,848)	-0.8%	502,362
<b>Total Uses</b>	\$ 37,836,031	\$ 292,992	0.8%	\$ 38,129,023

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

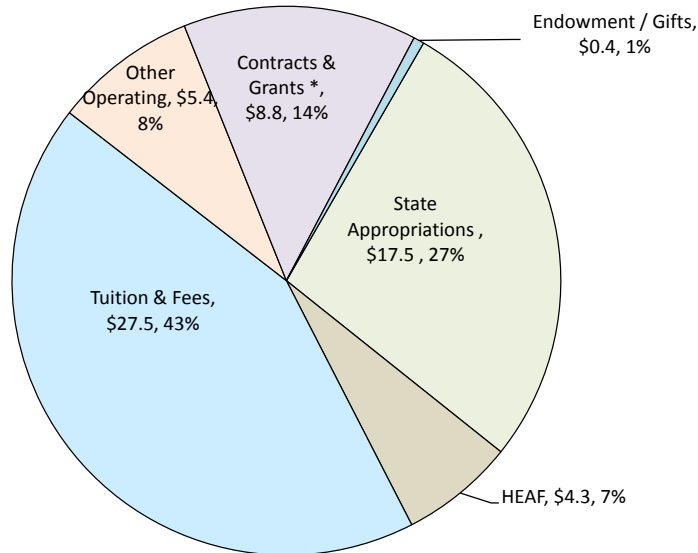
#### **8. REFERENCES**

There are no references associated with this policy.

# University of Houston-Victoria Budget

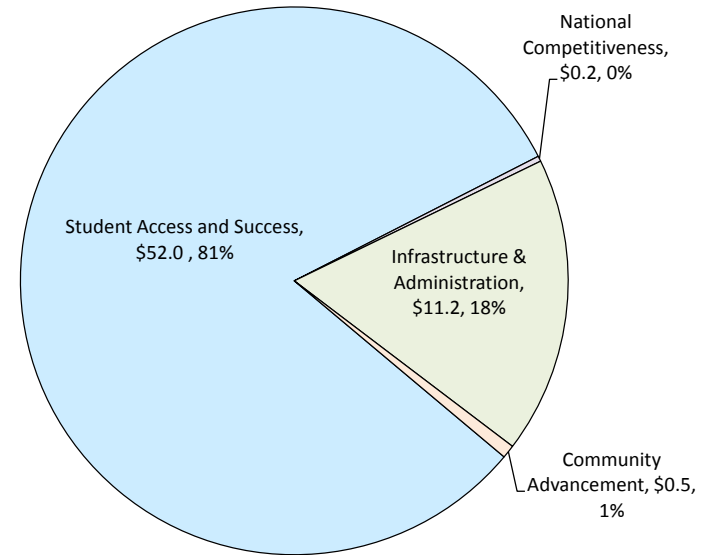
**FY2018**

Operating Budget Source of Funds



\* Includes Federal Financial Aid Total \$63.9 Million

Operating Budget Use of Funds



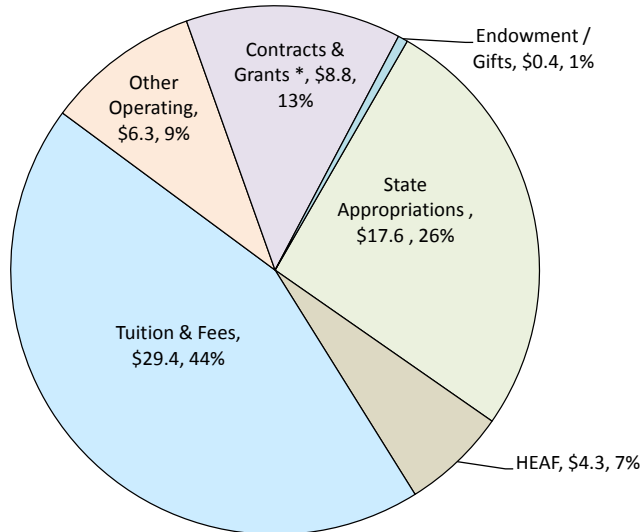
Total \$63.9 Million

**Total Budget**

	\$ Millions
Operating Budget	\$ 63.9
Capital Facilities	70.7
<b>Total</b>	<b>\$ 134.6</b>

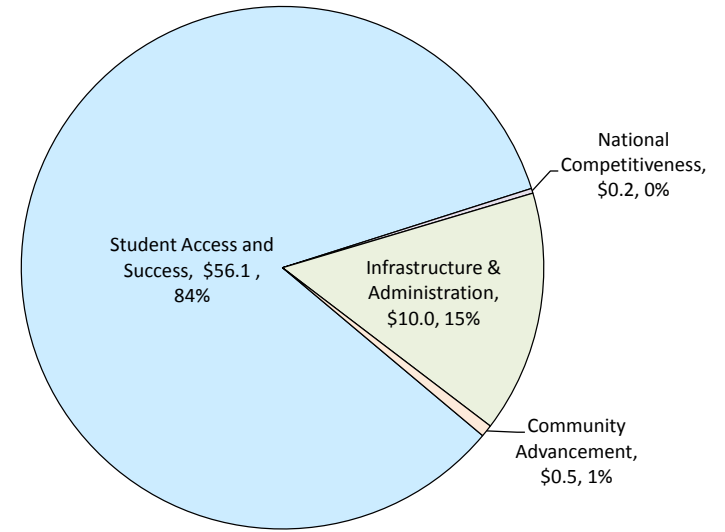
**FY2019**

Operating Budget Source of Funds



\* Includes Federal Financial Aid Total \$66.8 Million 6.1

Operating Budget Use of Funds



Total \$66.8 Million UHV executive summary 19

**University of Houston-Victoria Operating Budget**  
**Revenues FY2015- FY2019**  
**\$ in Millions**

	A 2015 Actual	B 2016 Actual	C 2017 Actual	D 2018 Budgeted	E 2019 <b>Proposed</b>
1 State Appropriations	\$ 18.9	\$ 19.7	\$ 19.8	\$ 17.5	\$ 17.6
2 HEAF	2.4	2.9	4.3	4.3	4.3
3 Tuition & Fees	24.9	24.5	25.6	27.5	29.4
4 Other Operating	4.3	4.9	4.5	5.4	6.3
5 Contracts & Grants *	9.3	9.3	7.7	8.8	8.8
6 Endowment / Gifts	1.3	1.3	1.6	0.4	0.4
7 Total	<u>\$ 61.1</u>	<u>\$ 62.6</u>	<u>\$ 63.5</u>	<u>\$ 63.9</u>	<u>\$ 66.8</u>

\* Includes Federal financial aid

**University of Houston-Victoria Operating Budget**  
**Expenditures FY2015 - FY2019**  
**\$ in Millions**

	A 2015 Actual	B 2016 Actual	C 2017 Actual	D 2018 Budgeted	E 2019 <b>Proposed</b>
1 Student Access and Success	\$ 44.1	\$ 51.0	\$ 51.3	\$ 52.0	\$ 56.1
2 National Competitiveness	0.4	0.4	0.7	0.2	0.2
3 Infrastructure & Administration	8.1	8.3	10.4	11.2	10.0
4 Community Advancement	0.9	1.0	0.9	0.5	0.5
5 Total	<u>\$ 53.5</u>	<u>\$ 60.7</u>	<u>\$ 63.3</u>	<u>\$ 63.9</u>	<u>\$ 66.8</u>

**University of Houston-Victoria  
FY2019 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 2019 Total	FY 2018 Total
<b>1 Cost of Goods Sold</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2 Tenure Track Faculty	8,886,916	-	103,287	<b>8,990,203</b>	-	-	-	-	-	-	<b>8,990,203</b>	<b>9,165,986</b>
3 Non-Tenure Track Faculty	1,034,986	-	279,431	<b>1,314,417</b>	-	-	-	-	-	-	<b>1,314,417</b>	<b>1,028,535</b>
4 Adjunct Faculty	754,678	-	-	<b>754,678</b>	-	-	-	-	-	-	<b>754,678</b>	<b>495,867</b>
5 Graduate Assistant	40,000	-	900	<b>40,900</b>	-	30,121	-	-	-	9,483	<b>80,504</b>	<b>20,200</b>
6 Exempt Staff	1,520,101	187,494	3,331,773	<b>5,039,368</b>	239,233	3,444,203	2,492,406	174,180	-	151,859	<b>11,541,249</b>	<b>10,705,511</b>
7 Non-Exempt Staff	290,346	-	678,312	<b>968,658</b>	51,540	578,287	444,382	690,206	-	322,192	<b>3,055,265</b>	<b>3,539,610</b>
8 Student Employees	65,548	-	-	<b>65,548</b>	4,878	19,000	50,941	14,685	-	-	<b>155,052</b>	<b>112,208</b>
9 Summer Instruction Salaries	1,294,575	-	-	<b>1,294,575</b>	-	-	-	-	-	-	<b>1,294,575</b>	<b>997,869</b>
<b>10 Benefits</b>	<b>4,222,341</b>	<b>73,003</b>	<b>1,406,718</b>	<b>5,702,062</b>	<b>119,973</b>	<b>1,307,075</b>	<b>1,009,942</b>	<b>410,437</b>	<b>-</b>	<b>161,129</b>	<b>8,710,618</b>	<b>8,138,207</b>
<b>11 Subtotal</b>	<b>18,109,491</b>	<b>260,497</b>	<b>5,800,421</b>	<b>24,170,409</b>	<b>415,624</b>	<b>5,378,686</b>	<b>3,997,671</b>	<b>1,289,508</b>	<b>-</b>	<b>644,663</b>	<b>35,896,561</b>	<b>34,203,993</b>
12 Capital	51,500	-	-	<b>51,500</b>	-	-	-	68,250	-	-	<b>119,750</b>	<b>1,200,000</b>
13 M&O	1,186,997	18,846	4,410,721	<b>5,616,564</b>	49,375	2,054,125	2,413,743	1,254,956	-	1,154,632	<b>12,543,395</b>	<b>12,246,395</b>
14 Travel & Business Expense	213,507	4,877	78,527	<b>296,911</b>	30,471	267,764	51,924	6,224	-	2,494	<b>655,788</b>	<b>1,793,766</b>
15 Debt Service	-	-	791,625	<b>791,625</b>	-	-	-	81,524	-	3,663,555	<b>4,536,704</b>	<b>1,575,578</b>
16 Utilities	-	-	-	-	-	-	-	850,290	-	-	<b>850,290</b>	<b>876,680</b>
17 Scholarship & Fellowship	-	-	-	-	-	-	-	-	12,218,681	-	<b>12,218,681</b>	<b>12,037,660</b>
<b>18 Subtotal</b>	<b>1,452,004</b>	<b>23,723</b>	<b>5,280,873</b>	<b>6,756,600</b>	<b>79,846</b>	<b>2,321,889</b>	<b>2,465,667</b>	<b>2,261,244</b>	<b>12,218,681</b>	<b>4,820,681</b>	<b>30,924,608</b>	<b>29,730,079</b>
<b>19 Total Expenditure Budget</b>	<b>\$ 19,561,495</b>	<b>\$ 284,220</b>	<b>\$ 11,081,294</b>	<b>\$ 30,927,009</b>	<b>\$ 495,470</b>	<b>\$ 7,700,575</b>	<b>\$ 6,463,338</b>	<b>\$ 3,550,752</b>	<b>\$ 12,218,681</b>	<b>\$ 5,465,344</b>	<b>\$ 66,821,169</b>	<b>\$ 63,934,072</b>

## 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, March, 2018.

Each of the goals, university priorities, and budgeted resource initiatives outlined in the subsequent narrative correspond to and are summarized in the Appendix A (Allocation of New Resources) and Appendix B (Allocation of HEAF) tables which appear at the end of the narrative section.

### 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 ninth year of downward expansion, there are two basic priorities for the upcoming fiscal year: 1) focus on fund growth, student retention, and student enrollment; 2) reduce unnecessary funding of activities not immediately related to those goals.

The following priorities should be observed:

- Maintain the financial stability of the institution:
  - For FY19 stability will require that we consolidate functions and reduce funding wherever it is possible to do so without significant deterrent to growth and quality.
  - It may also require modest and targeted increases in tuition and student fees.
- Provide, insofar as possible, some meaningful recognition of the efforts of faculty and staff to bring about the successful launch of UHV as a destination university, while also maintaining the university's commitment to off-campus and online delivery of instruction and support services.
- Maintain university commitments to increasing enrollment and to collaborating in the delivery of academic programs and related services both on site and online:
  - to residential students in Victoria; and
  - to commuting students in Greater Houston and throughout the service area.
- Maintain the UH System's commitment to providing access to the Greater Houston region and the state, making student success the top priority of this component university—as stated in the System's Mission and Goals.
- Assess and respond to educational, student life and academic support needs in Victoria and throughout the service area.
- Assess and ensure quality throughout all aspects of the delivery of programs and services.
- Support faculty research and professional development to the extent that resources permit.
- Maintain and continue to improve technological resources, especially to facilitate delivery of effective instruction and related services.

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 established 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. The University College continues to improve the first to second year retention rates.



The University, with help from UH, offer programs in a leased facility in Katy. The staffing patterns in the Katy facility were reorganized to enable an increased focus on new student recruitment. The University continues 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 continues 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 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, will be complete in early FY19. UHV continues to receive computer science grants from the Department of Defense and NASA. 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 of Science in Criminal Justice and a new Master's of Accountancy.

A new Learning Commons (LC) and Student Center will be complete in early FY19. The Learning Commons will have academic support services and library services folded into its function. With the new Learning Commons our existing lease and shared use of the Victoria College Library will cease. 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 have aligned their strategic priorities with the new mission statement and Long-Range Strategic Plan.

The major UHV target objectives for FY 2019 include

1. Student Success

- Continue the University College model to increase student success and retention
- Hire essential faculty in Counselor Education and Counseling Psychology.
- Increase the proportion of 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 including CCNE accreditation in Nursing and SACS reaffirmation projects
- Continue work to receive ABET accreditation in 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
  - Development of new facilities for the Victoria campus including Residence Hall and Town Plaza Mall
  - Continue 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 FY19 UHV reallocations are categorized below:

<b>Reduction</b>	<b>Comment</b>	<b>Amount</b>
Reduction in positions	Eliminate 5 faculty and 2 staff positions	\$ 659,160
One-time funded in FY 17	Reallocate FY18 one-time funding in FY19	75,000
Departmental Reduction	Termination of Off-site leases	213,884
	Departmental M&O Reductions	124,825
Total Reduction		<hr/> 1,072,869
<b>Reallocation</b>		
Program expansion	Essential new faculty and staff	305,223
Scholarships	Provide additional scholarship support in Athletics, International Programs, and Nursing	85,100
Departmental	One-time and base funding of additional departmental budgets	302,251
Katy leased facility	Decrease in UHS support per agreement plus increase in lease per lease contract at UHV-Katy	380,295
Total Reallocation		<hr/> \$1,072,869

## 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 FY2019 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 added a University College in the fall of 2017 that focuses on the needs of first-time-in-college freshmen. The University College includes 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 focuses 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 will be completed a new Student Center and Learning Commons, along with ground breaking 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 scheduled to begin is the construction 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 excess library books, 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.

This year, UHV received SACS approval to initiate the Jaguar Language Center (JLC). This center provides valuable resources for those students who require additional assistance in English as a Second Language. 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, including exchange programs with Universities in Norway, Taiwan, Japan, and German. 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 2019 BUDGET INITIATIVES**

### **Student Recruitment, Retention and Success (\$180,301 New Resources) (\$0 HEAF)**

UHV will continue to expand orientation and retention programs by hiring additional academic advisors, student mentors, and course-specific tutors. In addition, efforts to increase student retention and success have been ramped up through various programs. For instance, all first year students participate in the University College. The University College provides vital resources to assist new students in making the transition from high school. These resources include *New Student Orientation, Academic Advising, and Learning Support* (to include *Learning Communities, Freshman Year Seminars, Developmental Courses, Career Services, and Summer Bridge Programs*).

### **Faculty and Staff in Critical Areas (\$305,223 New Resources) (\$0 HEAF)**

New faculty member will be hired in critical and fast-growing areas such as Counseling Education and School Psychology. The additional faculty is critical for the success of the new program replacements for faculty vacancies in Computer Science, English, Creative Writing, and Art will be filled. The newly approved Jaguar Learning Center will require a full-time position to manage the center; a new graphic designer position is needed as additional marketing efforts are being pursued; as well as, additional secretarial, custodial and maintenance staff will be needed to ensure the maintenance of new facilities.

### **Increase Face-to-Face Classes and Course Offerings (\$214,000 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 face-to-face classes and course offerings, 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; a contract with Academic Partnerships will provide enhanced marketing and recruitment for online programs. All bachelor's level programs will complete course schedules allowing degree completion using only face-to-face courses or on-line courses. To help support these offerings, the Library continues to provide electronic library services to students and instructional support services to faculty. The new Jaguar Learning Center will offer English as a Second Language to students. To support this program, a flat fee will be charged to those students in order to render services to those students.

### **UHV Katy Expansion (\$380,295 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 \$352,295 in the support from UH (per agreement) as shown in Appendix A as a Transfer Among Components.

**Continued Expansion of Residential Campus in Victoria (\$1,896,486 New Resources)**  
**(\$2,040,059 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.

- Begin construction of new residence hall adjacent to new Learning Commons/Student Center  
Collaboration with community colleges to ensure credit transferability
- Extension of student recruitment to include the Rio Grande Valley
- Expansion of recruiting efforts in the area of transfer students through membership participation in the Houston GPS (Guided Pathways to Success)
- Increase awareness and further recruiting efforts of UHV’s international programs
- Expansion of Residence Life services to provide adequate student housing needed for growth
- Payment of debt service interest and principle for STEM and Student Center
- Mentorship of prospective students through 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>
Student recruitment, retention and Success	\$180,301	\$0	\$180,301
Faculty and staff in critical areas	\$305,223	\$0	\$305,223
Face-to-Face and academic program offerings	\$214,000	\$0	\$214,000
UHV Katy	\$380,295	\$0	\$380,295
Expansion of a residential campus	\$1,896,486	\$2,040,059	\$3,936,545
<hr/>			
Totals	\$2,976,305	\$2,040,059	\$5,016,364

## **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 FY2019, UHV will be approximately one year from its fifth year report for SACSCOC. 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 occurred in 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 has been completed; AACSB reaccreditation self-study is being completed.

Research and Sponsored Programs Office has been successful in assisting faculty and staff in receiving sponsored research grants during the past year. In FY17, the Federal Pell Grants limited to students with financial need, who have not earned their first bachelor's degree, increased by \$325,485. The number of awarded research grants increased 9% resulting in an 34% increase of expenditures. The number of applications submitted remains unchanged; however, the monetary amount of applications submitted increased 8% which is a reflection of additional faculty pursuing external research projects at a lesser amount trying to secure pilot projects.

### **FY 2019 BUDGET INITIATIVES**

#### **Professional Development for Faculty and Staff (\$11,800 New Resources) (\$0 HEAF)**

UHV provides faculty and staff with professional development opportunities to maintain and enrich the quality of its programs and services. By combining local, endowment and state funds, UHV supports faculty research and participation in professional conferences. In addition, the university provides a broad array of online training to employees located at different sites. Current faculty development funds also provide support for the associated costs of research, conference participation, and teaching awards.

#### **Equitable and Competitive Salaries for Faculty (\$654,997 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. In addition, in FY19, the School of Business Administration will

institute a Bachelor’s of Business Administration (BBA) fee of \$12 a semester credit hour while decreasing its current Graduate Business fee from \$75 to \$45 per semester credit hour. This change will allow those students pursuit an MBA an opportunity for a more affordable graduate program. In order to attract and retain qualified faculty, the School of Business Administration, through its AACSB accreditation program offers a stipend to faculty who complete the necessary criteria.

**PRIORITY 2. BUDGET TABLE**

<u>Initiative</u>	<u>New Resources</u>	<u>HEAF</u>	<u>TOTAL</u>
Professional Development for Faculty and Staff	\$11,800	\$0	\$11,800
Equitable & competitive salaries for faculty	\$654,997	\$0	\$654,997
Totals	\$666,797	\$0	\$666,797

**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 2019 BUDGET INITIATIVES**

**Technology (\$172,816 New Resources) (\$896,150 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 FY2019. 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. In addition, reorganization of IT User Services will increase efficiencies with cost savings of nearly \$27,000.

**Operational Support (\$52,300 New Resources) (\$100,000 HEAF)**

In FY2019, 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, \$100,000 has been reserved for any unforeseen campus needs.



**Equitable and Competitive Salaries for Staff (\$738,831 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.

**Quality Improvements (\$90,062 New Resources) (\$0 HEAF)**

UHV will continue take additional measures to ensure the university’s infrastructure is able to support quality programs and services to students. For FY2019, 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 (\$235,100 New Resources) (\$1,239,652 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 FY2019, 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 \$791,625 for debt service has been allocated for the new STEM construction project.

An energy savings performance plan will be implemented in FY2019. 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 \$2.6 million will be realized over the life of the program. The program will be fully implemented by June 2019. The facilities efficiency savings allows for more operational resources to be reallocated to critical areas.

The Board of Regents approved a new parking and transportation fee which will be assessed to all faculty, staff and students. The new fee will allow for repairs of parking lots and maintenance of vehicles allowing more operational resources to be reallocated to other areas.

**PRIORITY 3. BUDGET TABLE**

<u>Initiative</u>	<u>New Resources</u>	<u>HEAF</u>	<u>TOTAL</u>
Technology	\$172,816	\$896,150	\$1,068,966
Operational support	\$52,300	\$100,000	\$152,300
Equitable and competitive salaries for staff	\$738,831	\$0	\$738,831
Quality improvements	\$90,062	\$0	\$90,062
Facilities	\$235,100	\$1,239,652	\$1,474,752
Totals	\$1,289,109	\$2,235,802	\$3,524,911

## **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.

UHV Jaguars Athletics began in FY 2008 with baseball and softball teams and in FY 2010 men's and women's soccer and golf were added. 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.

The Regional Center for Economic Development and Entrepreneurship (RCEDE) coincides with a larger goal by the University of working with the 11 counties surrounding Victoria to foster economic and community development. 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. Community development will be the cornerstone of activity in the outreach plan. In FY 2017, the RCEDE signed a collaboration agreement with the Texas Rural Leadership Program (TRLP). In partnership with Texas A&M AgriLife Extension, TRLP provides a skill-building curriculum that facilitates "learning together" about personal and community assets to activate and shape a collective future. Instead of focusing on "what I need"

participants learn how to bring about community ownership in projects they can design and implement together. In November 2017, the UHV SBDC/RCEDE staff was trained and certified as facilitators for the TRLP curriculum. The first community training event will be held in Cuero on April 19-20. 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. 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 2019 BUDGET INITIATIVES**

**UHV Athletics ((\$21,680 New Resources) (\$0 HEAF)**

UHV Athletics provides educational opportunities to approximately 140 student athletes as well as additional students who work in the department each year. UHV is considering adding new athletics programs such as volleyball and basketball in the near future.

**PRIORITY 4. BUDGET TABLE**

<u>Initiative</u>	<u>New Resources</u>	<u>HEAF</u>	<u>TOTAL</u>
Athletics	\$21,680	\$0	\$21,680
<b>Totals</b>	<b>\$21,680</b>	<b>\$0</b>	<b>\$21,680</b>

**University of Houston-Victoria**  
**Appendix A - Allocation of New FY 2019 Resources**

<b>Revenue Changes</b>		<b>A</b>
<b>Appropriations Bill</b>		
1	General Revenue	\$ 12,819
2	Subtotal Appropriations	<u>12,819</u>
<b>Tuition and Fees</b>		
3	Consolidated Tuition and Fees	2,032,141
4	Student Service Fee	107,245
5	Student Center Fees	64,817
6	Residential Housing & Meal Plan	260,625
7	Parking/Transportation Fees	235,100
8	Subtotal Tuition and Fees	<u>2,699,928</u>
<b>Other</b>		
9	Transfer Among Components	871,155
10	Fund Balance	297,120
11	Subtotal Other	<u>1,168,275</u>
12	<b>Total Net Revenue</b>	<b><u>\$ 3,881,022</u></b>

<b>Reallocations/Reductions</b>		<b>B</b>
1	Reduction in Positions	\$ (659,160)
2	Department M&O Reductions	(124,825)
3	One-time Funded in FY18	(75,000)
4	Termination of Off-site Lease Agreements	(213,884)
5	<b>Subtotal-Reallocations/Reductions</b>	<b><u>\$ (1,072,869)</u></b>

<b>Priority/Initiative Allocations</b>		<b>C</b>
<b>Priority 1. Student Success</b>		
6	University College	\$ 180,301
7	Faculty and Staff in Critical Areas	305,223
8	Increase Face-to-Face Classes and Academic Offerings	214,000
9	UHV Katy Expansion	380,295
10	Continued Expansion of Residential Campus in Victoria	1,896,486
11	<b>Subtotal - Student Success</b>	<u>2,976,305</u>
<b>Priority 2. National Competitiveness</b>		
12	Equitable and Competitive Salaries for Faculty	654,997
13	Professional Development for Faculty and Staff	11,800
14	<b>Subtotal - National Competitiveness</b>	<u>666,797</u>
<b>Priority 3. University Infrastructure &amp; Administration</b>		
15	Technology	172,816
16	Operational Support	52,300
17	Equitable and Competitive Salaries for Staff	738,831
18	Quality Improvements	90,062
19	Facilities	235,100
20	<b>Subtotal - University Infrastructure &amp; Administration</b>	<u>1,289,109</u>
<b>Priority 4. Community Advancement</b>		
21	Athletics	21,680
22	<b>Subtotal - Community Advancement</b>	<u>21,680</u>
23	<b>Total Priority/Initiative Allocations</b>	<b><u>\$ 4,953,891</u></b>

24 **Total Net Reductions and New Allocations** **\$ 3,881,022**

**University of Houston-Victoria**  
**Appendix B - Allocation of FY 2019 HEAF**

<u>FY19 Allocation</u>		<u>Priority/Initiative</u>	<u>HEAF</u>
HEAF	\$ <u>4,275,861</u>	<b>Priority 1. Student Success</b>	
		Residential Campus Expansion in Victoria	\$ 2,040,059
		Subtotal	<u>\$ 2,040,059</u>
		<b>Priority 3. University Infrastructure &amp; Administration</b>	
		Technology	896,150
		Operational Support	100,000
		Facilities	1,239,652
		Subtotal	<u>\$ 2,235,802</u>
		<b>Total Priority/Initiative Allocations</b>	<u>\$ 4,275,861</u>

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

	<b>FY2018</b>	<b>FY2019</b>
Funds from Endowed Scholarships	\$ 267,809	\$ 303,800
State Scholarships		
Texas Grant Program Scholarship	1,921,741	1,921,741
Accounting Scholarship	2,772	2,364
License Plate Scholarship	899	899
Texas Public Education Grant (TPEG)	721,424	738,068
Designated Tuition Financial Aid Set-Asides		
Undergraduate Scholarships	1,117,478	1,203,404
Graduate Scholarships	528,994	478,241
Institutional Scholarships	80,000	80,000
MBA Scholarships	40,000	40,000
Staff Scholarships	80,000	80,000
Athletic Scholarships	252,360	272,360
Jaguar Pledge Scholarships	405,000	450,000
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	20,000	20,000
Texas College Work Study	24,419	22,838
Federal College Work Study	154,901	156,451
Federal Pell Grants	6,088,092	6,088,092
Federal Supplemental Education Opportunity Grants (SEOG)	100,267	102,676
Top 10% Scholarship	2,000	-
Teach Grant	20,504	23,747
International Programs Scholarships	86,500	111,500
<b>Total</b>	<b>\$ 12,037,660</b>	<b>\$ 12,218,681</b>

**University of Houston-Victoria**

**Table 1 - Sources & Uses**

(\$ in Millions)

	A	B	C	D	E	F	G
	<u>Historical</u>	<u>Change</u>		<u>Current</u>	<u>Change</u>		<u>New</u>
	FY2017 Budget	Dollars	Percent	FY2018 Budget	Dollars	Percent	FY2019 Budget
<b><u>Operating &amp; Restricted Budget</u></b>							
<b>Source of Funds</b>							
1 State Appropriations	\$ 19.7	\$ (2.1)	-10.8%	\$ 17.5	\$ 0.1	0.5%	\$ 17.6
2 HEAF	2.3	(1.0)	-43.9%	1.3	-	0.0%	1.3
3 Tuition & Fees	26.6	0.9	3.4%	27.5	1.9	6.9%	29.5
4 Other Operating	8.8	(0.4)	-4.8%	8.4	0.9	10.5%	9.3
5 Contracts & Grants	7.9	0.8	10.6%	8.8	0.0	0.1%	8.8
6 Endowment Income/Gifts	0.4	(0.0)	0.0%	0.4	0.0	0.4%	0.4
<b>7 Total Sources</b>	\$ 65.8	\$ (1.8)	-2.8%	\$ 63.9	\$ 2.9	4.5%	\$ 66.8
<b>Use of Funds by Object</b>							
8 Salaries and Wages - Faculty	\$ 12.1	\$ (0.8)	-6.2%	\$ 11.4	\$ 1.4	12.0%	\$ 12.8
9 Salaries and Wages - Staff	14.9	(0.0)	-0.2%	14.9	(0.3)	-2.3%	14.6
10 Benefits	8.6	(0.4)	-5.2%	8.1	0.6	7.7%	8.8
11 M&O	15.7	(1.9)	-12.0%	13.8	(2.1)	-15.1%	11.7
12 Capital	1.2	(0.0)	-1.7%	1.2	(1.1)	-90.0%	0.1
13 Scholarships	10.6	1.4	13.5%	12.0	1.5	12.2%	13.5
14 Debt Service	1.6	(0.0)	-0.6%	1.6	3.0	187.9%	4.5
15 Utilities	1.0	(0.1)	-10.6%	0.9	(0.0)	-3.0%	0.9
<b>17 Total Uses</b>	\$ 65.8	\$ (1.8)	-2.8%	\$ 63.9	\$ 2.9	4.5%	\$ 66.8

**Capital Facilities Budget**

<b>Source of Funds</b>							
18 HEAF	\$ 2.0	\$ 1.0	50.0%	\$ 3.0	\$ -	0.0%	\$ 3.0
19 Bonds	63.5	4.2	6.6%	67.7	(2.9)	-4.3%	64.7
<b>23 Total Sources</b>	\$ 65.5	\$ 5.2	7.9%	\$ 70.7	\$ (2.9)	-4.1%	\$ 67.7
<b>Use of Funds by Object</b>							
24 Construction	\$ 57.2	\$ 4.8	8.5%	\$ 62.1	\$ (5.0)	-8.0%	\$ 57.1
25 Major Rehabilitation	5.7	1.9	33.3%	7.6	1.8	24.0%	9.4
26 Acquisitions	2.6	(1.6)	-61.5%	1.0	0.2	20.0%	1.2
<b>27 Total Uses</b>	\$ 65.5	\$ 5.2	7.9%	\$ 70.7	\$ (2.9)	-4.1%	\$ 67.7

**Total Operating, Restricted and Capital Budget**

28	\$ 131.3	\$ 3.3	2.5%	\$ 134.6	\$ (0.0)	0.0%	\$ 134.5
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**University of Houston-Victoria**

**Table 2 - Operations**

Source of Funds	FY2018	-----Change-----		FY2019
	Budget	Dollars	Percent	Budget
<b>General Funds</b>				
State General Revenue Appropriations				
Formula Funding	\$ 13,426,770	\$ 12,824	0.1%	\$ 13,439,594
Special Items	404,147	(2)	0.0%	404,145
State Benefits Appropriation	3,692,708	72,136	2.0%	3,764,844
Dedicated Appropriations-TX Grant/College Work Study	22,838			22,838
Subtotal State General Revenue Appropriations	17,546,463	84,958	0.5%	17,631,421
Tuition and Fees				
Statutory & Graduate Premium	6,126,941	(12,482)	-0.2%	6,114,459
Lab/other Student Fees	4,000			4,000
Subtotal Tuition and Fees	6,130,941	(12,482)	-0.2%	6,118,459
HEAF	4,275,861			4,275,861
Aux Admin Chg/Opt Clinic/Institutes/Cont. Ed/Other	311,542	(181,542)	-58.3%	130,000
Income on State Treasury Deposits	7,275	3,721	51.1%	10,996
Fund Balance	204,637	235,409	115.0%	440,046
Subtotal General Funds	28,476,719	130,064	0.5%	28,606,783
<b>Designated</b>				
Tuition and Fees				
Designated Tuition - General	14,512,859	699,296	4.8%	15,212,155
Library Fee	702,066	24,264	3.5%	726,330
Technology Fee	2,632,746	815,507	31.0%	3,448,253
Major/Department/Class Fees	684,934	255,950	37.4%	940,884
Subtotal Tuition and Fees	18,532,605	1,795,017	9.7%	20,327,622
Indirect Cost	19,834	8,003	40.3%	27,837
Investment Income on Non-Endowed Funds	50,639	(5,147)	-10.2%	45,492
Endowment Income	92,278	(988)	-1.1%	91,290
Contracts / Grants / Gifts	1,432,588	376,443	26.3%	1,809,031
Self Supporting Organizations/Others	780,734	(682,952)	-87.5%	97,782
Fund Balance	831,711	142,735	17.2%	974,446
Subtotal Designated Funds	21,740,389	1,633,111	7.5%	23,373,500
<b>Auxiliary Enterprises</b>				
Student Fees				
Student Service Fee	2,804,024	107,244	3.8%	2,911,268
Other Student Fees	80,000	19,960	25.0%	99,960
Subtotal Student Fees	2,884,024	127,204	4.4%	3,011,228
Sales & Service - Student Housing/Meal Plans	3,024,165	273,067	9.0%	3,297,232
Sales & Service - Parking		235,100		235,100
Sales & Service - Athletics/Hotel/UC/Other	556,033	65,817	11.8%	621,850
Fund Balance	380,842	(68,942)	-18.1%	311,900
Subtotal Auxiliary Funds	6,845,064	632,246	9.2%	7,477,310
<b>Total Current Operating Funds</b>	57,062,172	2,395,421	4.2%	59,457,593
<b>Interfund Transfer</b>	(2,299,442)	479,530	-20.9%	(1,819,912)
<b>Total Sources</b>	\$ 54,762,730	\$ 2,874,951	5.2%	\$ 57,637,681
<b>Use of Funds by Object</b>				
Salaries and Wages	\$ 26,175,059	\$ 970,661	3.7%	\$ 27,145,720
Benefits	8,102,773	607,845	7.5%	8,710,618
M&O	13,353,066	(1,988,869)	-14.9%	11,364,197
Capital	1,200,000	(1,080,250)	-90.0%	119,750
Scholarships	3,479,574	1,430,828	41.1%	4,910,402
Debt Service	1,575,578	2,961,126	187.9%	4,536,704
Utilities	876,680	(26,390)	-3.0%	850,290
<b>Total Uses</b>	\$ 54,762,730	\$ 2,874,951	5.2%	\$ 57,637,681



# University of Houston-Victoria

## Table 3 - Restricted

Source of Funds	FY2018 Budget	-----Change-----		FY2019 Budget
		Dollars	Percent	
<b>Restricted</b>				
Contracts and Grants				
Research	\$ 482,184	\$ 3,132	0.6%	\$ 485,316
Financial Aid	8,290,277	7,614	0.1%	8,297,891
Endowment Income	267,809	35,991	13.4%	303,800
Other Restricted	131,072	(34,591)	-26.4%	96,481
<b>Total Current Operating Funds</b>	9,171,342	12,146	0.1%	9,183,488
<b>Total Sources</b>	\$ 9,171,342	\$ 12,146	0.1%	\$ 9,183,488
<b>Use of Funds by Object</b>				
Salaries and Wages	\$ 110,727	\$ 52,060	47.0%	\$ 162,787
Benefits	35,434	16,658	47.0%	52,092
M&O	467,095	(100,177)	-21.4%	366,918
Scholarships	8,558,086	43,605	0.5%	8,601,691
<b>Total Uses</b>	\$ 9,171,342	\$ 12,146	0.1%	\$ 9,183,488

**University of Houston-Victoria**

**Table 4 - Capital Projects**

	-----Project Expenditures-----			Total Project Budget	-----Funded From-----			
	Project to Date (1)	FY2019 Budget	Future Year Budgets		HEAF	Revenue Bonds	Gifts	Other
<b>New Construction</b>								
University Commons (Student Center/Library)	\$ 24,500,000	\$ 5,000,000	\$ -	\$ 29,500,000	\$ -	\$ 29,500,000	\$ -	\$ -
Sophomore Housing	5,000,000	17,800,000		22,800,000	1,140,000	21,660,000		
Science, Technology Building (STEM)	5,000,000	23,000,000		28,000,000	15,428,475	12,571,525		
Health and Wellness Center		4,500,000	10,500,000	15,000,000		7,000,000	4,000,000	4,000,000
Pedestrian walkways on Ben Wilson Street	400,000	6,800,000		7,200,000		7,200,000		
<b>Subtotal New Construction</b>	<b>\$ 34,900,000</b>	<b>\$ 57,100,000</b>	<b>\$ 10,500,000</b>	<b>\$ 102,500,000</b>	<b>\$ 16,568,475</b>	<b>\$ 77,931,525</b>	<b>\$ 4,000,000</b>	<b>\$ 4,000,000</b>
<b>Major Repair and Rehabilitation</b>								
Town Plaza Mall (UHV Extension)	\$ 1,000,000	\$ 8,823,782	\$ -	\$ 9,823,782	\$ 3,798,782	\$ 5,025,000		\$ 1,000,000
Renovations (North, West and Center Buildings)	150,000	600,000	700,000	1,450,000		1,450,000		
<b>Subtotal Major Repairs &amp; Rehabilitation</b>	<b>\$ 1,150,000</b>	<b>\$ 9,423,782</b>	<b>\$ 700,000</b>	<b>\$ 11,273,782</b>	<b>\$ 3,798,782</b>	<b>\$ 6,475,000</b>	<b>\$ -</b>	<b>\$ 1,000,000</b>
<b>Land Acquisition</b>								
Campus Expansion	\$ -	\$ 1,200,000	\$ 800,000	\$ 2,000,000	\$ -	\$ 2,000,000	\$ -	\$ -
<b>Subtotal Land Acquisition</b>	<b>\$ -</b>	<b>\$ 1,200,000</b>	<b>\$ 800,000</b>	<b>\$ 2,000,000</b>	<b>\$ -</b>	<b>\$ 2,000,000</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total</b>	<b>\$ 36,050,000</b>	<b>\$ 67,723,782</b>	<b>\$ 12,000,000</b>	<b>\$ 115,773,782</b>	<b>\$ 20,367,257</b>	<b>\$ 86,406,525</b>	<b>\$ 4,000,000</b>	<b>\$ 5,000,000</b>

(1) Project expenditures to date estimated through August 31, 2018

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

<b>Employee Classification</b>	<b>FY2018 Budget</b>	<b>-----Change-----</b>		<b>FY2019 Budget</b>
		<b>FTE</b>	<b>Percent</b>	
Faculty	139	(3)	-2.2%	136
Part-time Faculty	19			19
Professional Staff	203	2	1.0%	205
Classified Staff	105	(2)	-1.9%	103
Temporary Staff	21			21
<b>Total</b>	487	(3)	-0.6%	484

## University of Houston-Victoria

### Table 6 - Student Credit Hours, Headcount, and FTE

	<b>FY2015 Actuals</b>	<b>FY2016 Actuals</b>	<b>FY2017 Actuals</b>	<b>FY2018 Budget</b>	<b>FY2019 Budget</b>	<b>FY19 vs FY18 Change</b>
Semester Credit Hours						
Lower Division	20,822	19,106	23,322	23,852	24,608	756
Upper Division	50,241	48,385	46,290	50,431	52,223	1,792
Masters	20,349	18,692	18,173	17,900	18,275	375
Total	91,412	86,183	87,785	92,183	95,106	2,923
Semester Credit Hours-On/Off Campus						
On Campus	17,614	24,473	29,569	29,959	30,909	950
Off Campus	73,798	61,710	58,216	62,224	64,197	1,973
Total	91,412	86,183	87,785	92,183	95,106	2,923
Fall Headcount	4,407	4,152	4,114	4,351	4,569	218
Fall FTE	3,482	3,233	3,093	3,264	3,435	171

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

Sources	FY2018	-----Change-----		FY2019
	Budget	Dollars	Percent	Budget
Current Year Revenue	\$ 2,804,024	\$ 107,244	3.8%	\$ 2,911,268
<b>Total Sources</b>	<b>\$ 2,804,024</b>	<b>\$ 107,244</b>	<b>3.8%</b>	<b>\$ 2,911,268</b>
<b>Allocations</b>				
Financial Aid	\$ 690,121	\$ 22,232	3.2%	\$ 712,353
Student Relations	27,343			27,343
Student Government	14,300			14,300
Registrar	186,359	41,032	22.0%	227,391
Publications	1,000			1,000
Student Organization	9,822	2,678	27.3%	12,500
SS Fees Contingency	62,198	(24,305)	-39.1%	37,893
Student Life & Services	355,563	70,978	20.0%	426,541
Health Services	40,000			40,000
YMCA Student Memberships	34,400			34,400
Counseling Center Salaries	219,179	10,085	4.6%	229,264
Student Service Support	140,637			140,637
Transcripts	6,300			6,300
Commencement	46,800	(46,800)	-100.0%	
Graduation & Diploma	9,000			9,000
Career Services	115,698	18,511	16.0%	134,209
ADA Compliance	12,312	(12,312)	-100.0%	
Jaguar Journey	5,200	650	12.5%	5,850
Student Transportation	205,602	2,831	1.4%	208,433
Athletics	526,016	13,348	2.5%	539,364
Auxiliary Accounting	13,752	460	3.3%	14,212
Title IX	23,100	700	3.0%	23,800
Disability Student Services	59,322	7,156	12.1%	66,478
<b>Total Allocations</b>	<b>\$ 2,804,024</b>	<b>\$ 107,244</b>	<b>3.8%</b>	<b>\$ 2,911,268</b>

## University of Houston-Victoria

### Note to Table 2: Operations Expenditures By Organization

	FY2018 Budget	-----Change-----		FY2019 Budget
		Dollars	Percent	
<b>Use of Funds by Organization</b>				
<b>President</b>				
President's Office	\$ 877,633	\$ (162,698)	-18.5%	\$ 714,935
Athletics	1,421,104	218,997	15.4%	1,640,101
Marketing	955,029	138,503	14.5%	1,093,532
Human Resources	593,891	131,691	22.2%	725,582
<b>Subtotal President</b>	<b>3,847,657</b>	<b>326,493</b>	<b>8.5%</b>	<b>4,174,150</b>
<b>University Advancement</b>	<b>397,337</b>	<b>130,497</b>	<b>32.8%</b>	<b>527,834</b>
<b>Subtotal University Advancement</b>	<b>397,337</b>	<b>130,497</b>	<b>32.8%</b>	<b>527,834</b>
<b>Academic Affairs</b>				
Office of the Provost	1,525,309	552,782	36.2%	2,078,091
UHV Katy	2,365,747	39,774	1.7%	2,405,521
Arts and Sciences	5,513,568	6,433	0.1%	5,520,001
Business Administration	6,358,022	(308,494)	-4.9%	6,049,528
Small Business Development Center	156,977	(1)	0.0%	156,976
Regional Economic Development Center	53,386	29,551	55.4%	82,937
Education	3,432,699	86,895	2.5%	3,519,594
Nursing Program	361,359	(35,618)	-9.9%	325,741
Library	1,392,795	73,824	5.3%	1,466,619
Registrar	170,885	32,646	19.1%	203,531
Enrollment Management	359,759	3,593	1.0%	363,352
Admissions	248,889	48,879	19.6%	297,768
Financial Aid	523,698	49,115	9.4%	572,813
LEAD/Student Recruitment	790,990	15,266	1.9%	806,256
Student Success Test & Tutoring	240,746	13,252	5.5%	253,998
Student Success Coach	129,841	29,284	22.6%	159,125
<b>Subtotal Academic Affairs</b>	<b>23,624,670</b>	<b>637,181</b>	<b>2.7%</b>	<b>24,261,851</b>
<b>Student Affairs</b>				
Student Government Association	24,122	2,678	11.1%	26,800
Student Life and Services	333,850	2,484	0.7%	336,334
Student Affairs	586,089	44,881	7.7%	630,970
Carreer Services	90,043	34,566	38.4%	124,609
Counseling Center	171,208	5,376	3.1%	176,584
<b>Subtotal Student Affairs</b>	<b>1,205,312</b>	<b>89,985</b>	<b>7.5%</b>	<b>1,295,297</b>
<b>Scholarships</b>	<b>3,479,574</b>	<b>137,416</b>	<b>3.9%</b>	<b>3,616,990</b>
<b>Administration and Finance</b>				
Office of the VP Administration and Finance	1,504,810	(641,306)	-42.6%	863,504
Budget	154,088	(6,172)	-4.0%	147,916
Business Services	957,514	(54,626)	-5.7%	902,888
Finance	560,415	15,906	2.8%	576,321
Admin Technology Services	2,516,545	(67,124)	-2.7%	2,449,421
Plant Operations	1,127,825	137,957	12.2%	1,265,782
Capital Projects and Construction	110,751	13,960	12.6%	124,711
<b>Subtotal Administration and Finance</b>	<b>6,931,948</b>	<b>(601,405)</b>	<b>-8.7%</b>	<b>6,330,543</b>
<b>Other</b>				
Staff Benefits	8,102,773	607,845	7.5%	8,710,618
Contingency	303,198	25,889	8.5%	329,087
Debt Service	1,575,578	2,961,126	187.9%	4,536,704
System Service Charge	1,393,838	160,752	11.5%	1,554,590
Utilities	876,680	(26,390)	-3.0%	850,290
Student Housing Services/Meal Plan	3,024,165	(1,809,538)	-59.8%	1,214,627
Transportation/Parking Fee		235,100	na	235,100
<b>Subtotal Other</b>	<b>15,276,232</b>	<b>2,154,784</b>	<b>14.1%</b>	<b>17,431,016</b>
<b>Total Uses</b>	<b>\$ 54,762,730</b>	<b>\$ 2,874,951</b>	<b>5.2%</b>	<b>\$ 57,637,681</b>

## University of Houston-Victoria

### Note to Table 3: Restricted Expenditures By Organization

	FY2018 Budget	-----Change-----		FY2019 Budget
		Dollars	Percent	
<b>Use of Funds by Organization</b>				
<b>President</b>	\$ 61,697	\$ (35,784)	-58.0%	\$ 25,913
<b>Academic Affairs</b>				
Office of the Provost	289	(9)	-3.1%	280
Research Development	33,430	(1,031)	-3.1%	32,399
School of Business	7,888	2,419	30.7%	10,307
School of Arts & Sciences	16,196	169	1.0%	16,365
School of Education	248,891	129	0.1%	249,020
School of Nursing	11,572	(355)	-3.1%	11,217
Small Business Development Center	233,293	3,003	1.3%	236,296
<b>Subtotal Academic Affairs</b>	551,559	4,325	0.8%	555,884
<b>Student Affairs</b>				
<b>Scholarships</b>	8,558,086	43,605	0.5%	8,601,691
<b>Total Uses</b>	\$ 9,171,342	\$ 12,146	0.1%	\$ 9,183,488

### **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.