

Pennsylvania State System of Higher Education

Board of Governors' Meeting Agenda

November 3, 2009 (via conference call)

Administration Building Dixon University Center 2986 North Second Street Harrisburg, PA 17110-1201 Telephone: (717) 720-4010



Board of Governors

Meeting of the Board of Governors Pennsylvania State System of Higher Education

Boardroom, First Floor Administration Building Dixon University Center 2986 North Second Street Harrisburg, PA 17110-1201

Tuesday, November 3, 2009 Via Conference Call 11:00 a.m.

Agenda

Call to Order and Roll Call of the Members

Remarks of the Chair	Chairman Kenneth M. Jarin
Remarks of the Chancellor	Chancellor John C. Cavanaugh

Public Comments

Board Action

- 1. Fiscal Years 2009/10 and 2010/11 Operating budgets (INFORMATION)
- 2. Fiscal Year 2009/10 Educational and General Appropriation Allocation (ACTION)
- 3. Fiscal Year 2009/10 Program Initiatives Line Item Allocation (ACTION)
- 4. Allocation of Fiscal years 2008/09 and 2009/10 ARRA Federal Funds (ACTION)
- 5. Fiscal Year 2010/11 Appropriations Request (ACTION)

Adjournment

Board Members: Kenneth M. Jarin (*Chair*), Representative Matthew E. Baker, Nick J. Barcio, John M. Brinjac (designee for Governor Edward G. Rendell), Marie Conley Lammando, Donna Cooper (designee for Secretary Gerald L. Zahorchak), Paul S. Dlugolecki, Representative Michael K. Hanna, Senator Vincent J. Hughes, Richard Kneedler, Jamie L. Lutz, Jonathan B. Mack, Joseph F. McGinn, C.R. "Chuck" Pennoni (*Vice Chair*), Senator Jeffrey E. Piccola, Governor Edward G. Rendell, Harold C. Shields, Thomas M. "Doc" Sweitzer, Christine J. Toretti, Aaron A. Walton (*Vice Chair*), Mackenzie M. Wrobel and Secretary Gerald L. Zahorchak

For further information, contact Peter H. Garland at (717) 720-4010.

SUBJECT: Fiscal Years 2009/10 and 2010/11 Operating Budgets (INFORMATION)

UNIVERSITIES AFFECTED: All

BACKGROUND: On October 9, 2009, the Commonwealth's 2009/10 budget was enacted, which provides appropriations for PASSHE. Board of Governors' action is required to complete PASSHE's 2009/10 budget process. Now that the 2009/10 budget is finalized, PASSHE has the information necessary to complete its 2010/11 appropriations request, which also requires Board approval.

An overview of PASSHE's Educational and General (E&G) budget for fiscal years 2009/10, 2010/11, and 2011/12 will be provided.

Supporting Documents Included: None

Other Supporting Documents Available: Fiscal Year 2009/10 Appropriations Request; October 22–23, 2008, meeting materials; February 4, 2009, conference call materials; Commonwealth's 2009/10 Budget, as enacted, October 9, 2009; Board of Governors' Policy 1984-06-A: Allocation Formula

Reviewed by: Council of Presidents, June 10, September 9, and October 14, 2009

SUBJECT: Fiscal Year 2009/10 Educational and General Appropriation Allocation (ACTION)

UNIVERSITIES AFFECTED: AII

BACKGROUND: Board of Governors' Policy 1984-06-A: *Allocation Formula*, specifies the method by which the Educational and General (E&G) appropriation is allocated annually to the Universities for their basic funding requirements. To determine the amount of the fiscal year 2009/10 E&G appropriation that is to be distributed to the Universities through the allocation formula, certain items of System-wide significance must first be funded. These items and their recommended fiscal year 2009/10 funding levels are described in Attachment 1.

MOTION: That the Board of Governors approve the following allocation of funds from PASSHE's fiscal year 2009/10 E&G appropriation.

Item	Amount
Office of Internal Audit and Risk Assessment	\$500,000
APSCUF Professional Development Fund	\$150,000
APSCUF New Tenure-Track Faculty Professional Development Fund	d\$50,000
SCUPA Professional Development Fund	\$10,000
Dixon University Center Academic Programs	\$1,400,000
System Reserve	\$662,860
McKeever Environmental Learning Center	

Supporting Documents Included: Funding of System-Wide Initiatives from the Fiscal Year 2009/10 E&G Appropriation (Attachment 1); Report of Expenditures from the System Reserve (Attachment 2)

Other Supporting Documents Available: Fiscal Year 2009/10 Appropriations Request; October 22–23, 2008, meeting materials; February 4, 2009, conference call materials; Commonwealth's 2009/10 Budget, as enacted, October 9, 2009; Board of Governors' Policy 1984-06-A: Allocation Formula

Reviewed by: Council of Presidents, June 10, September 9, and October 14, 2009

Pennsylvania State System of Higher Education Funding of System-Wide Initiatives from the Fiscal Year 2009/10 E&G Appropriation

Office of Internal Audit and Risk Assessment—Formerly named the Internal Review Group, the functions performed in this office have been funded through Consolidated University Operations (CUO) payments. At its July 2009 meeting, the Board approved an expansion of PASSHE's internal audit function to provide a cohesive organizational structure responsible for facilitating risk assessment activities and, in turn, structuring an internal audit plan based on high risk areas. Outcomes will provide stronger reporting of risk factors and internal control weaknesses, with their potential impact on operations, to the Audit Committee of the Board of Governors, Chancellor, University Presidents, and University Councils of Trustees. In fiscal year 2009/10, the total appropriation recommended to begin expansion of this office is \$500,000.

Professional Development Funds—The collective bargaining agreement with the Association of Pennsylvania State College and University Faculties (APSCUF) continued the Faculty Professional Development Program with a fiscal year 2009/10 funding requirement of \$150,000 for current faculty members and \$50,000 for probationary faculty members. The collective bargaining agreement between PASSHE and the State College and University Professional Association (SCUPA) requires \$85,000 for its professional development program. In fiscal year 2005/06, during negotiations for the previous SCUPA contract, \$75,000 was set aside in good faith to fund this development program. As part of the final contract, no funding was required for that year; therefore, the money is now available for use. It will be added to the \$10,000 that is being set aside in the 2009/10 budget to create the \$85,000 pool that is needed.

Dixon University Center Academic Programs—For many years, the academic programming performed at the Dixon University Center has been funded partially through the E&G appropriation. The total appropriation recommended for continuation of these academic services and associated maintenance of the Dixon University Center site is \$1,400,000. This represents level funding for these activities from the previous year.

Replenishment of the System Reserve—The total recommended allocation to the System Reserve for fiscal year 2009/10 is \$662,860, which will replenish the System Reserve to the \$1,500,000 level required by Board of Governors' Policy 1984-07-A: System Reserve Allocation and Expenditure Criteria. Attachment 2 is a detailed list of expenditures for fiscal year 2008/09 and a list of projected expenditures for fiscal year 2009/10. The amount to be replenished is less than the total expenditures due to interest earnings.

McKeever Environmental Learning Center—An allocation of \$368,332 is recommended for operation of the McKeever Environmental Learning Center by Slippery Rock University of Pennsylvania. This funding level augments its line item appropriation and represents level funding in McKeever's share of the E&G appropriation.

Attachment 2

\$107,500

Pennsylvania State System of Higher Education Report of Expenditures from the System Reserve

Actual 2008/09 Expenditures

Presidential Search (West Chester) California Property Appraisal Clarion Property Appraisal Cheyney 2000 (expended balance of previously designated funds) Official Residence Renovation (West Chester) System Financial Audit (Fiscal Year 2007/08)	\$1,839 3,950 4,200 19,987 613,860 74,814
Total Fiscal Year 2008/09 Expenditures	\$718,650
Anticipated 2009/10 Expenditures	
System Financial Audit (Fiscal Year 2008/09) Official Residence Renovation (West Chester)	\$77,500 <u>30,000</u>

Total Anticipated Fiscal Year 2009/10 Expenditures

SUBJECT: Fiscal Year 2009/10 Program Initiatives Line Item Allocation (ACTION)

UNIVERSITIES AFFECTED: All

BACKGROUND: At its October 2008 meeting, the Board of Governors approved line item requests, including a \$22,538,000 line item for Program Initiatives. The Commonwealth budget appropriated \$18,548,000 for this line item. The Program Initiatives line item components are summarized below, reflecting the amount allocated by the Board to each of these initiatives in 2008/09, and both the requested and recommended amounts for 2009/10.

	2008/09 Allocation	2009/10 Initial Request	2009/10 Recommendation
Performance Funding	\$9,970,000	\$10,538,000	\$8,889,400
Information Technology	\$5,000,000	\$5,000,000	\$5,000,000
Workforce and Economic Development	\$1,868,000	\$5,000,000	\$2,948,600
Educator Excellence	\$1,210,000	\$2,000,000	\$1,210,000
Cheyney Revitalization	\$500,000	\$0	\$500,000

The attachment provides an explanation of each of these items.

MOTION: That the Board of Governors approve the attached allocation of funds from PASSHE's fiscal year 2009/10 Program Initiatives line item.

Supporting Documents Included: Allocation of the Fiscal Year 2009/10 Program Initiatives Line Item

Other Supporting Documents Available: Fiscal Year 2009/10 Appropriations Request; October 15–16, 2008, meeting materials; February 4, 2009, conference call materials; Commonwealth's 2009/10 Budget, as enacted, October 9, 2009

Reviewed by: Council of Presidents, June 10, September 9, and October 14, 2009

Pennsylvania State System of Higher Education Allocation of the Fiscal Year 2009/10 Program Initiatives Line Item

Performance Funding......\$8,889,400

The Board of Governors has recognized performance at PASSHE Universities for the last seven years through the Performance Funding Program. In 2008/09, the program was funded with \$28.6 million from the E&G appropriation and \$9.5 million from the Program Initiatives line item, for a total of \$38.2 million, equivalent to 8% of the E&G appropriation. At its October 2008 meeting, the Board of Governors approved continuing performance funding in this same manner for 2009/10, partially through the use of this line item.

Information Technology\$5,000,000

PASSHE continues to enhance the System-wide integrated administrative system that is used to maximize efficiency of administrative processing (i.e., procurement, budget, accounting, human resources management, and payroll) and to support decision-support requirements at all 14 Universities and the Office of the Chancellor. The resulting data from administrative processes are used with a robust data warehouse system for PASSHE and University reporting and data analysis. Continued funding for this project is necessary to support implementation of additional functionality, upgrades to the administrative application and required hardware, and disaster recovery.

Workforce and Economic Development......\$2,948,600

PASSHE Universities are key partners for state and regional economic development. Their mission-based contribution to workforce and economic development is increasing human capital for tangible productivity and income benefits, creating intellectual wealth for commercialization potential. Continued funding of workforce and economic development initiatives will enhance PASSHE's partnerships with state and local communities to increase workforce and economic development throughout the regions of the Commonwealth.

Educator Excellence \$1,210,000

The Educator Excellence component of the Program Initiatives line item will continue efforts to improve the quality of school administrators and teachers at all levels with particular emphasis on (1) enhancing the quality of preparation for PK-8 educators, (2) improving preparation of education students for certification tests, (3) increasing the number of qualified teachers and other professionals for high need school districts, (4) increasing the number and quality of science and mathematics teachers, (5) enhancing the skills of current teachers and administrators through professional development, and (6) increasing the diversity of the teacher workforce.

Cheyney Revitalization \$500,000

Funding is sought to assist with Cheyney University of Pennsylvania's revitalization efforts in various areas that will, in turn, increase the enrollment at the University and continue the rich legacy that has been created there.

SUBJECT: Allocation of Fiscal Years 2008/09 and 2009/10 ARRA Federal Funds (ACTION)

UNIVERSITIES AFFECTED: All

BACKGROUND: On October 9, 2009, Governor Rendell signed the fiscal year 2009/10 Commonwealth budget that included two federal American Recovery and Reinvestment Act (ARRA) appropriations for PASSHE from the U.S. Department of Education's state fiscal stabilization funds. The first ARRA appropriation was for \$27.1 million from 2008/09 ARRA funds, which will be received in fiscal year 2009/10. PASSHE was also appropriated \$38.2 million of 2009/10 ARRA funds to replace the reduction in PASSHE's state appropriations.

Board of Governors' Policy 1984-06A: *Allocation Formula*, specifies that "the Board of Governors establishes the method by which PASSHE's Educational and General (E&G) appropriation is distributed." Since these federal funds were provided in lieu of state appropriations, it is appropriate for the Board to approve the method by which the ARRA funds are distributed. The proposed methodology for distributing these funds is provided in the motion below.

These funds will be used in accordance with federal guidelines.

MOTION: That the Board of Governors approve the following methodology for allocating PASSHE's fiscal years 2008/09 and 2009/10 ARRA funds:

- Fiscal Year 2008/09: (1) Distribute funds to the Universities in the same manner
 as reductions were administered to the 2008/09 state appropriations; and
 (2) allocate the balance to each University in the same manner by which Key '93
 funds were allocated, based upon the plant component of the allocation formula.
- Fiscal Year 2009/10: Allocate via the fiscal year 2009/10 allocation formula.

Supporting Documents Included: None

Other Supporting Documents Available: 2009/10 Commonwealth budget; http://www.ed.gov/policy/gen/leg/recovery/programs.html

Reviewed by: Council of Presidents, October 14, 2009

SUBJECT: Fiscal Year 2010/11 Appropriations Request (ACTION)

UNIVERSITIES AFFECTED: All

BACKGROUND: Educational and General (E&G) budget projections for 2010/11 have been developed to support the ongoing operations of PASSHE Universities. These estimates identify a System-wide expenditure increase of \$76.2 million, or 5.4%. It is proposed that partial funding of PASSHE's requirements be requested through an E&G appropriation increase. Detail on the operating budget requirements is provided in Attachment 1, Overview of Proposed Educational and General Appropriation.

Additionally, other important initiatives are proposed for special purpose line item requests, totaling \$20.7 million, as discussed in Attachment 2, Overview of Proposed Special Purpose Appropriations. These line items include Program Initiatives for Performance Funding, Information Technology, Workforce and Economic Development, Educator Excellence, and Cheyney Revitalization; Diversity and Equal Opportunity; the McKeever Environmental Learning Center; and the Pennsylvania Center for Environmental Education.

MOTION: That the Board of Governors approve the following 2010/11 Appropriations Request:

Educational and General		\$462,249,000
Program Initiatives		\$18,548,000
Performance Funding	\$9,245,000	
Information Technology	\$5,000,000	
Workforce and Economic Development	\$2,593,000	
Educator Excellence	\$1,210,000	
Cheyney Revitalization	\$500,000	
Diversity and Equal Opportunity		\$1,598,000
McKeever Environmental Learning Center		\$213,000
Pennsylvania Center for Environmental Education		\$368,000

And, that the Board of Governors approve continuation of a Performance Funding pool for 2010/11 equal to 8% of the E&G appropriation.

Supporting Documents Included: Overview of Proposed Educational and General Appropriation (Attachment 1); Overview of Proposed Special Purpose Appropriations (Attachment 2)

Other Supporting Documents Available: Budget Overview (2009/10-2011/12) presentation

Reviewed by: Council of Presidents, November 2, 2009

Overview of Proposed Educational and General Appropriation

November 3, 2009

Educational and General Appropriation......\$462,249,000

PASSHE's 2010/11 operating budget provides for increases in basic operating costs. The System's budget is developed based upon University budgets submitted in adherence to specific guidelines.

The following basic adjustments are reflected in the 2010/11 E&G budget, as presented in Table 1.

Enrollment Growth—In keeping with the demographic projections of the Commonwealth, it is estimated that PASSHE's enrollment will increase 2.1%. Universities anticipating enrollment increases have limited the costs associated with serving these additional students within their 2010/11 budget estimates. Increased tuition and fee revenue associated with this enrollment increase is anticipated at \$15.0 million.

Employee Salaries—PASSHE has collective bargaining agreements in place for all of its unions, which provide guidance for 2010/11 compensation increases. In 2010/11, most employees will receive an increment increase or a one-time cash payment and a general pay increase, contributing an estimated increase in employee salaries and wages of \$39.3 million, or 5.1%.

Employee Benefits—PASSHE projects the employer share of health care costs to increase an average of 7.9% for next year based upon a combination of national trends, PASSHE's employee health care experience, and preliminary participation in the wellness program. The Commonwealth's PEBTF health care rates are projected to increase 10.0%. The employer contribution rate for the State Employees' Retirement System is projected to almost double, increasing to 5.52% of salaries, in accordance with Commonwealth guidelines. Overall, employee benefits expenditures are expected to increase \$27.1 million, or 9.1%.

Utilities—Four Universities and the Office of the Chancellor will experience a significant increase in electricity rates due to the expiration of the rate caps on December 31, 2009; the remaining Universities will experience a similar increase when rate caps expire on December 31, 2010. Therefore, PASSHE's 2010/11 utility costs reflect an increase of \$3.7 million, or 10.0%, to address anticipated rate increases and additions to University square footage. Rate increases are partially offset by energy conservation efforts derived, in part, through the use of energy savings corporations (ESCOs).

All Other Basic Operating Expenditures—Anticipated expenditures for services, supplies, and materials are increasing approximately at the rate of inflation, currently estimated by the Congressional Budget Office to be 2.3%. Cost estimates associated with several commodity and service categories are minimized through the use of strategic sourcing contracts, which combine the purchasing power of PASSHE's Universities to obtain optimal pricing on services, supplies, and equipment. Also included in both 2009/10 and 2010/11 services and equipment expenditures are student information system implementation

costs for seven Universities. In total, noncompensation expenditures are estimated to increase \$9.7 million, or 2.8%.

These combined adjustments result in an overall 2010/11 E&G operating budget of almost \$1.5 billion, an increase of \$76.2 million, or 5.4%. Increases in University revenue sources, primarily due to enrollment increases, will generate \$12.9 million in new revenue, resulting in a funding requirement of \$63.2 million. The Board of Governors will determine the E&G appropriation and tuition rate increases to be incorporated into PASSHE's appropriations request.

Pennsylvania State System of Higher Education FY 2010/11 Educational and General Budget Summary

Educational & General Budget		Budget		
		Request	Dollar	Percent
Revenue/Sources	FY 2009/10	FY 2010/11	Change	Change
Tuition	\$719,545,135	\$733,936,038	\$14,390,903	2.0%
Fees	125,911,955	127,467,774	1,555,819	1.2%
State Appropriation	444,470,000	444,470,000	0	0.0%
Federal Appropriation	38,158,000	38,158,000	0	0.0%
All Other Revenue	81,223,750	78,207,132	(3,016,618)	-3.7%
Total Revenue/Sources	\$1,409,308,840	\$1,422,238,944	\$12,930,104	0.9%
Expenditures and Transfers Compensation Summary:				
Salaries & Wages	\$769,585,456	\$808,912,750	\$39,327,295	5.1%
Benefits	296,526,532	323,648,950	27,122,418	9.1%
Subtotal, Compensation	\$1,066,111,988	\$1,132,561,700	\$66,449,713	6.2%
Utilities	\$36,953,387	\$40,648,726	\$3,695,339	10.0%
Services & Supplies	230,346,245	234,953,170	4,606,925	2.0%
Capital Expenditures & Transfers	75,897,220	77,307,527	1,410,307	1.9%
Subtotal, Noncompensation	\$343,196,852	\$352,909,423	\$9,712,571	2.8%
Total Expenditures and Transfers	\$1,409,308,840	\$1,485,471,123	\$76,162,283	5.4%
Revenue/Sources less				
Expenditures/Transfers	\$0	(\$63,232,179)		

Annualized FTE Enrollment		Budget		
		Request		Percent
	FY 2009/10	FY 2010/11	Change	Change
Resident Undergraduate	85,521.60	87,319.45	1,797.85	2.1%
Nonresident Undergraduate	10,315.11	10,546.35	231.24	2.2%
Resident Graduate	9,803.53	9,999.28	195.75	2.0%
Nonresident Graduate	2,192.73	2,265.78	73.05	3.3%
Total FTE Enrollment	107,832.97	110,130.86	2,297.89	2.1%

Note: FY 2009/10 excludes the \$27.1 million retroactive appropriation from FY 2008/09 ARRA funds.

Overview of Proposed Special Purpose Appropriations

November 3, 2009

Program Initiatives Line Item.......\$18,548,000

Performance Funding......\$9,245,000

The Board of Governors has rewarded performance at PASSHE Universities for the last ten years. In 2009/10, the performance funding program was funded with \$26.7 million from the E&G appropriation and \$8.9 million from the Program Initiatives line item, for a total of \$35.6 million, equivalent to 8% of the E&G appropriation. PASSHE is committed to continuing performance funding at this level in 2010/11, partially through the use of \$9.2 million in this line item.

Information Technology\$5,000,000

PASSHE continues to enhance the System-wide integrated administrative system that is used to maximize efficiency of administrative processing (i.e., procurement, budget, accounting, human resources management, and payroll) and to support decision-support requirements at all 14 Universities and the Office of the Chancellor. The resulting data from administrative processes are used with a robust data warehouse system for PASSHE and University reporting and data analysis. Continued funding for this project is necessary to support implementation of additional functionality, upgrades to the administrative application and required hardware, and disaster recovery.

Workforce and Economic Development......\$2,593,000

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Educator Excellence.....\$1,210,000

The Educator Excellence component of the Program Initiatives line item will continue efforts to improve the quality of school administrators and teachers at all levels with particular emphasis on (1) enhancing the quality of preparation for PK-8 educators, (2) improving preparation of education students for certification tests, (3) increasing the number of qualified teachers and other professionals for high need school districts, (4) increasing the number and quality of science and mathematics teachers, (5) enhancing the skills of current teachers and administrators through professional development, and (6) increasing the diversity of the teacher workforce.

Cheyney Revitalization.....\$500,000

Funding is sought to assist with Cheyney University of Pennsylvania's revitalization efforts in various areas that will, in turn, increase the enrollment at the University and continue the rich legacy that has been created there.

Other Line Items

Diversity and Equal Opportunity......\$1,598,000

This \$1.6 million request continues vital System-wide initiatives designed to achieve and promote diversity by serving the educational needs of historically underrepresented minority student, faculty, and staff populations. These initiatives include programs that (1) expand the nationally acclaimed R. Benjamin Wiley Partnership Program; (2) enhance joint recruitment activities conducted by admissions personnel; (3) serve students who require necessary accommodations under the Americans with Disabilities Act; (4) provide support services for undergraduate students whose cultural, economic, and educational disadvantages might impede their ability to pursue higher education opportunities successfully; (5) add value to campus climate and retention initiatives, including support for the Frederick Douglass Institute Collaborative; and (6) enhance the professional development of women and minority faculty.

McKeever Environmental Learning Center\$213,000

The Commonwealth created the McKeever Environmental Learning Center in 1974 to assist citizens of all ages in becoming better stewards of the earth's resources. The environmental education programs offered by the McKeever Center meet the needs of students from preschool through, and beyond, college and provide student interns with valuable teaching experience while working in an outdoor setting. The McKeever Center is located on 205 acres in Mercer County and administered by Slippery Rock University of Pennsylvania. This request of \$213,000 provides level funding for operation of the Center in fiscal year 2010/11.

Pennsylvania Center for Environmental Education\$368,000

The Pennsylvania Center for Environmental Education, located at Slippery Rock University of Pennsylvania, had been funded by the Commonwealth for several years through the Department of Environmental Protection. In 2007/08, funding for this Center was appropriated directly to PASSHE. This request of \$368,000 provides level funding to support the Center's ongoing operations in fiscal year 2010/11.