Instructional Budget

Dean’s Council - (2/3/22)
Agenda

- Definitions
- What is the Instructional Budget?
- How is the base instructional budget calculated?
- What is the historical funding of instruction?
- What is the formula to determine the funding of instruction by school?
- Questions?
<table>
<thead>
<tr>
<th>Term</th>
<th>Definition</th>
<th>Example</th>
</tr>
</thead>
<tbody>
<tr>
<td>Base Budget</td>
<td>Funding received, on an annual, recurring basis, from the State of CA and student tuition and fees.</td>
<td>● School personnel budgets</td>
</tr>
</tbody>
</table>
| One-time budget               | Non-recurring funding that is available                                                                                                                                                                  | ● Salary savings from vacated positions.  
● Remaining operating expense money at the end of a fiscal year.                                      |
| Full Time Equivalent Student (FTES) | The number of equivalent students who are enrolled in 15 units.                                                                                                                                       | ● A student taking 9 units and a student taking 6 units makes up one FTES                    |
| Headcount                     | The actual number of physical bodies present on campus. This is important for calculation of the student fee revenue where fees are assessed by person and not full-time student. | ● One person may take 9 units and be counted as 1 HC and only .6 FTES.                     |
What is the Instructional Budget?

Instruction is primarily funded through two different budgets:

- School personnel budgets
- Academic Affairs lecturer budget
School Personnel Budgets

Permanent employees are included in the school personnel budgets.

- Administration
- Staff
- Tenure track faculty
The Academic Affairs Lecturer Budget is base funded and used for the following categories:

- Lecturers
- Sabbaticals
- Provost funded assigned time

![Graph showing the Academic Affairs Lecturer Budget from 2016/17 to 2020/21, with budget allocated as follows:
  - 2016/17: $7,599,333
  - 2017/18: $7,761,644
  - 2018/19: $8,479,550
  - 2019/20: $7,892,124
  - 2020/21: $5,715,146]
Sabbaticals

Sabbaticals are funded at an amount that is equal or greater than the minimum funding requirement in the CBA (12% of eligible faculty appointments).
Provost-funded assigned time includes release time for Academic Senate, new tenure-track course release, and faculty directorships.
Funding for lecturers is in the Academic Affairs base budget. The allocation to each school is based on the FTES target for each academic year.
Lecturer funding formula

The formula for funding lecturers is:

\[ \text{# of lecturers needed} = \frac{\text{Target FTES}}{\text{SFR}} - \text{FT TTF} \]

Example: 1600 FTES/21.49 SFR = 74.45 faculty needed - 59.35 FT TTF = 15.1 FT lecturers needed
Lecturer funding formula

Once we know the number of lecturers needed we translate that into a cost based on average lecturer rate

School allocation (lecturers) = (lecturers needed * 15 units) * average lecturer rate

Example: (15.1 lecturers * 15 units) = 226.5 units * $2,159/unit = $489,014
# Spring 2021 Lecturer Allocation

<table>
<thead>
<tr>
<th>School</th>
<th>FTES Target</th>
<th>SFR</th>
<th>Faculty Needed</th>
<th>FT TTF</th>
<th>Lecturers Needed</th>
<th>Average Lecturer Rate</th>
<th>Lecturer Allocation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Arts and Humanities</td>
<td>1600</td>
<td>21.49</td>
<td>74.45</td>
<td>59.35</td>
<td>15.10</td>
<td>$2,159</td>
<td>$480,283</td>
</tr>
<tr>
<td>Business and Economics</td>
<td>833</td>
<td>27.50</td>
<td>30.29</td>
<td>27.00</td>
<td>3.29</td>
<td>$1,857</td>
<td>$146,738</td>
</tr>
<tr>
<td>Education</td>
<td>555</td>
<td>18.00</td>
<td>30.83</td>
<td>20.00</td>
<td>10.83</td>
<td>$1,908</td>
<td>$302,335</td>
</tr>
<tr>
<td>Science and Technology</td>
<td>1610</td>
<td>21.34</td>
<td>77.79</td>
<td>53.66</td>
<td>24.13</td>
<td>$2,168</td>
<td>$750,259</td>
</tr>
<tr>
<td>Social Sciences</td>
<td>1852</td>
<td>27.50</td>
<td>67.35</td>
<td>55.56</td>
<td>11.79</td>
<td>$2,140</td>
<td>$351,130</td>
</tr>
</tbody>
</table>

The lecturer allocation is a budget based on FTES target. If the actual FTES falls below or above target that allocation may be adjusted accordingly.
Questions to ask about the lecturer budget?

- How are targets set?
- Should we evaluate SFR for each school and agree to a set SFR for multiple years?
- What is the cost of moving SFR up or down 1.0?
  - AH- $105k
  - BE- $31k
  - ED- $50k
  - ST- $119k
  - SS- $75k
Questions?