

SONOMA STATE  
UNIVERSITY

# 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?

# Budget Definitions



Term	Definition	Example
Base Budget	Funding received, on an annual, recurring basis, from the State of CA and student tuition and fees.	<ul style="list-style-type: none"><li>● School personnel budgets</li></ul>
One-time budget	Non-recurring funding that is available	<ul style="list-style-type: none"><li>● Salary savings from vacated positions.</li><li>● Remaining operating expense money at the end of a fiscal year.</li></ul>
Full Time Equivalent Student (FTES)	The number of equivalent students who are enrolled in 15 units.	<ul style="list-style-type: none"><li>● A student taking 9 units and a student taking 6 units makes up one FTES</li></ul>
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.	<ul style="list-style-type: none"><li>● One person may take 9 units and be counted as 1 HC and only .6 FTES.</li></ul>

# What is the Instructional Budget?

Instruction is primarily funded through two different budgets:

- School personnel budgets
- Academic Affairs lecturer budget

# School Personnel Budgets

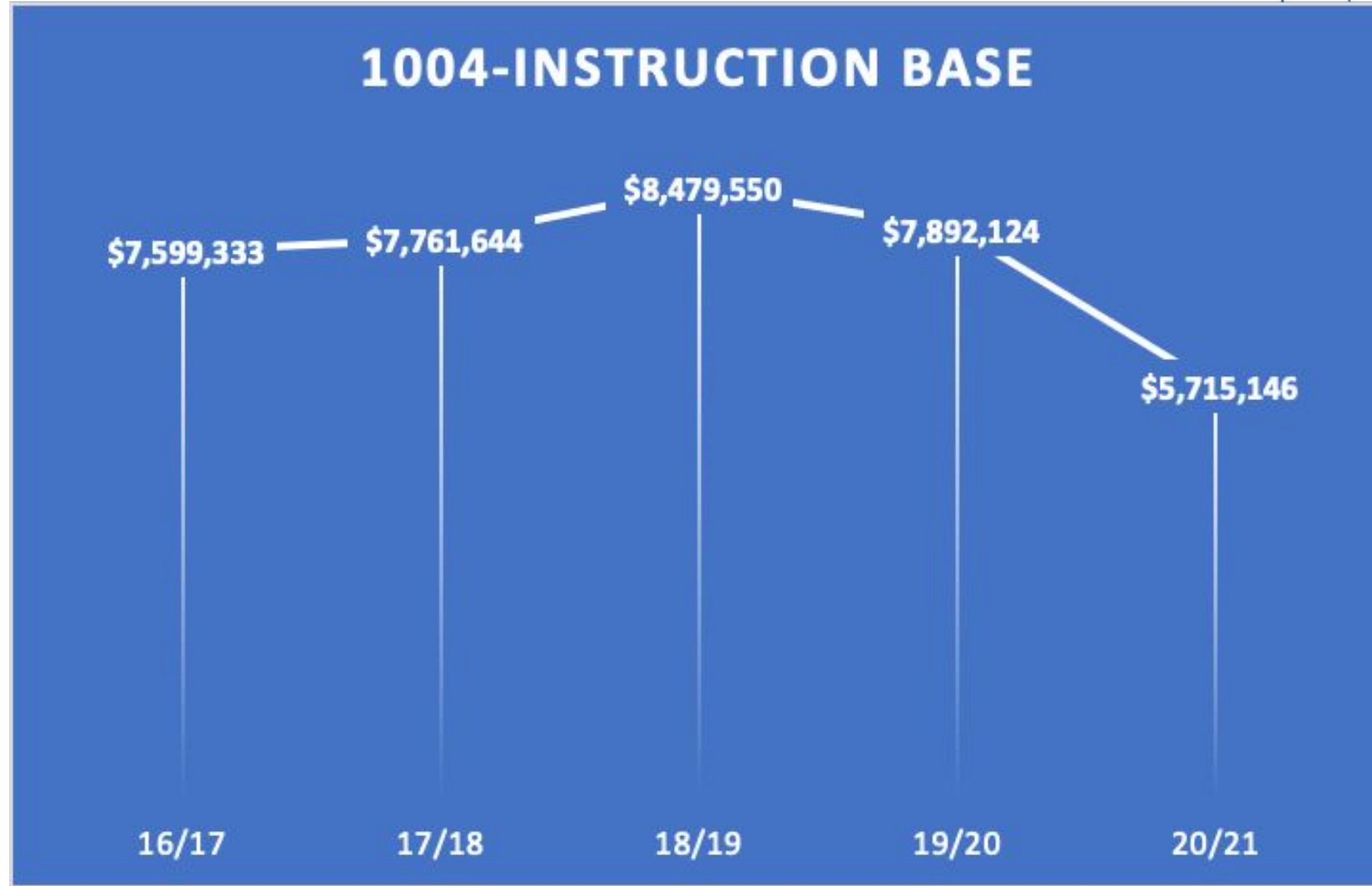
Permanent employees are included in the school personnel budgets.

- Administration
- Staff
- Tenure track faculty

# Academic Affairs Lecturer Budget

The Academic Affairs Lecturer Budget is base funded and used for the following categories:

- Lecturers
- Sabbaticals
- Provost funded assigned time



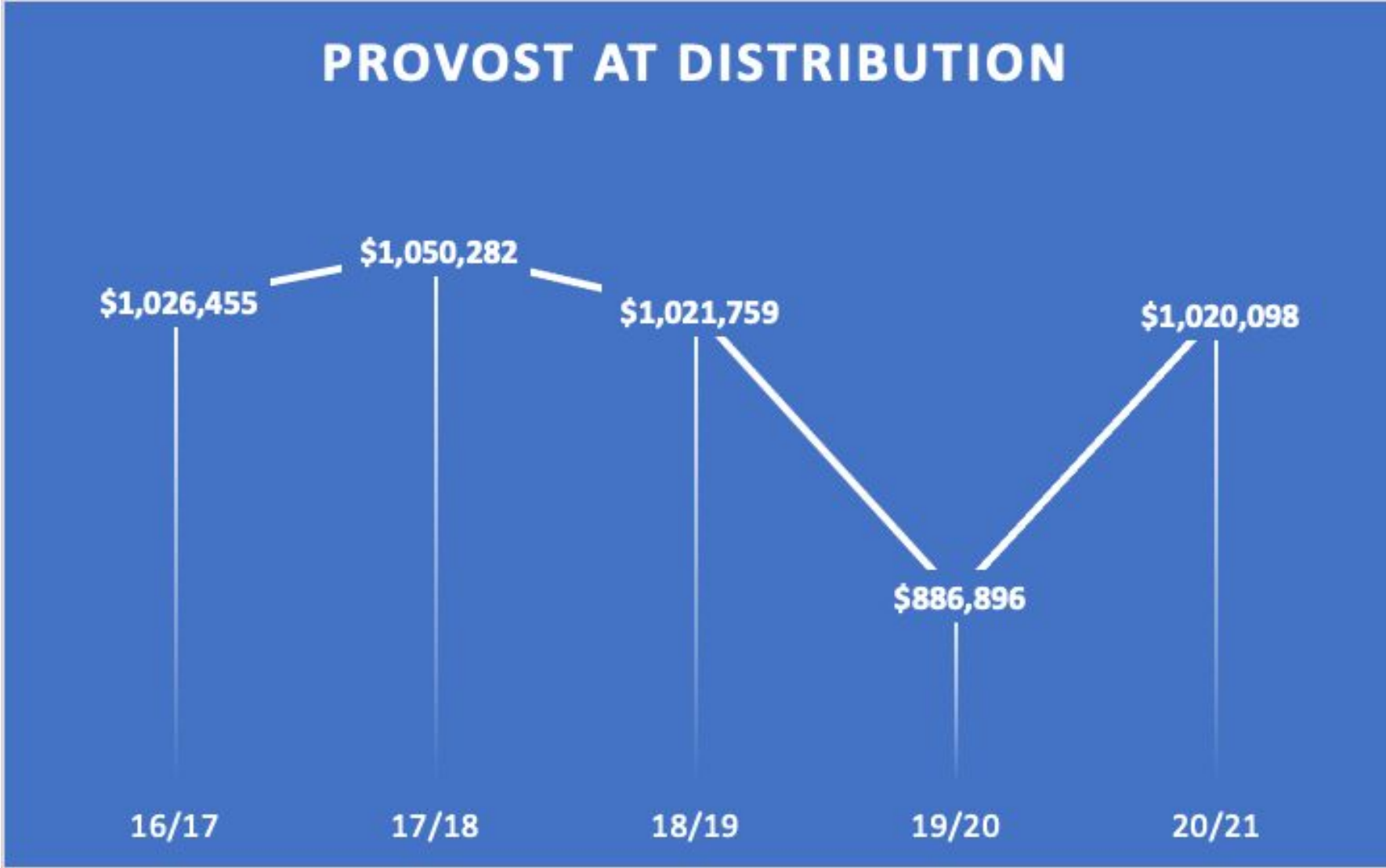
# Sabbaticals

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

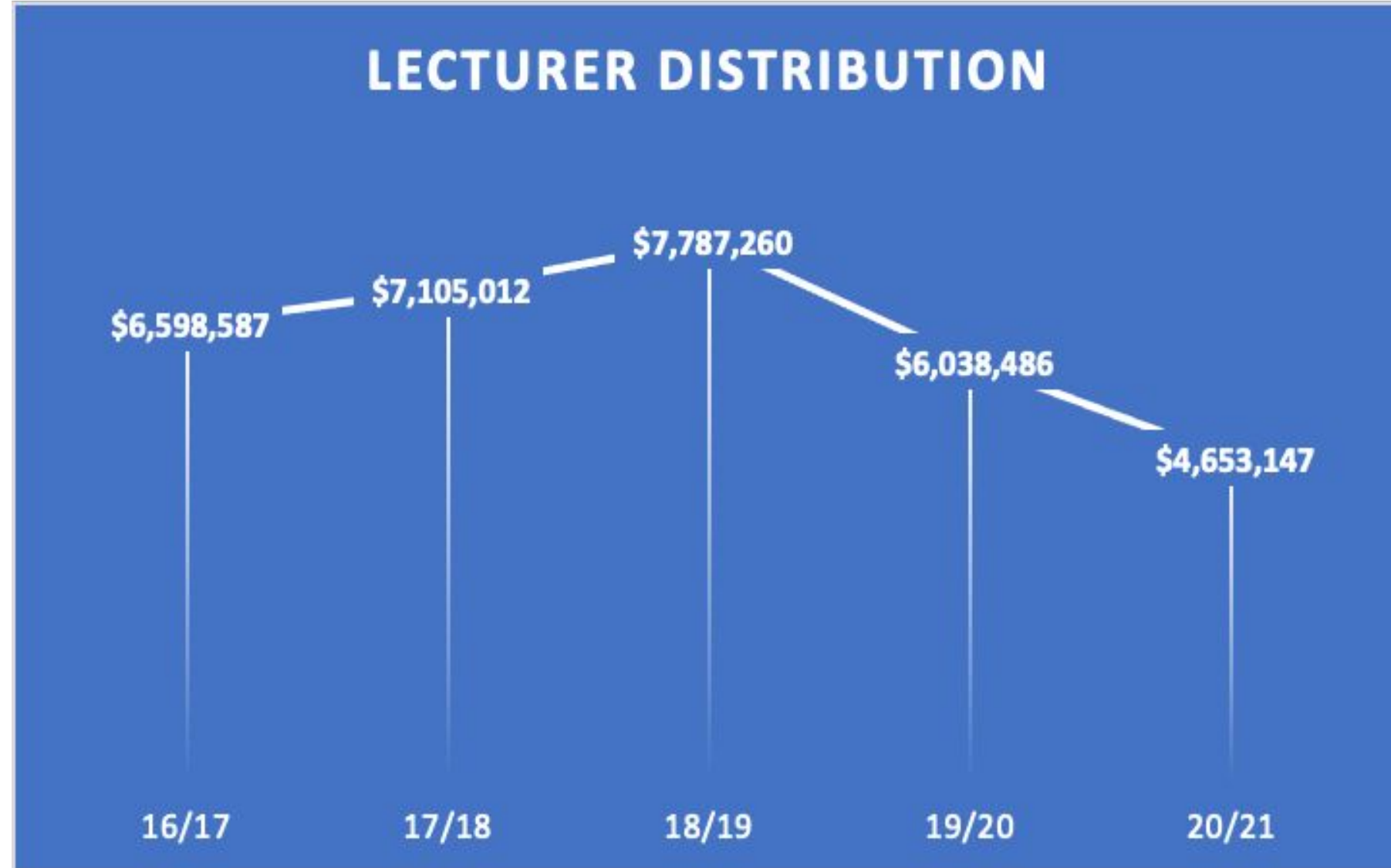
Provost-funded assigned time includes release time for Academic Senate, new tenure-track course release, and faculty directorships.





# Lecturer funding

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:

$$\# \text{ of lecturers needed} = (\text{Target FTES/SFR}) - \text{FT TTF}$$

Example:  $1600 \text{ FTES} / 21.49 \text{ SFR} = 74.45 \text{ faculty needed} - 59.35 \text{ FT TTF} = 15.1 \text{ FT lecturers needed}$

# 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

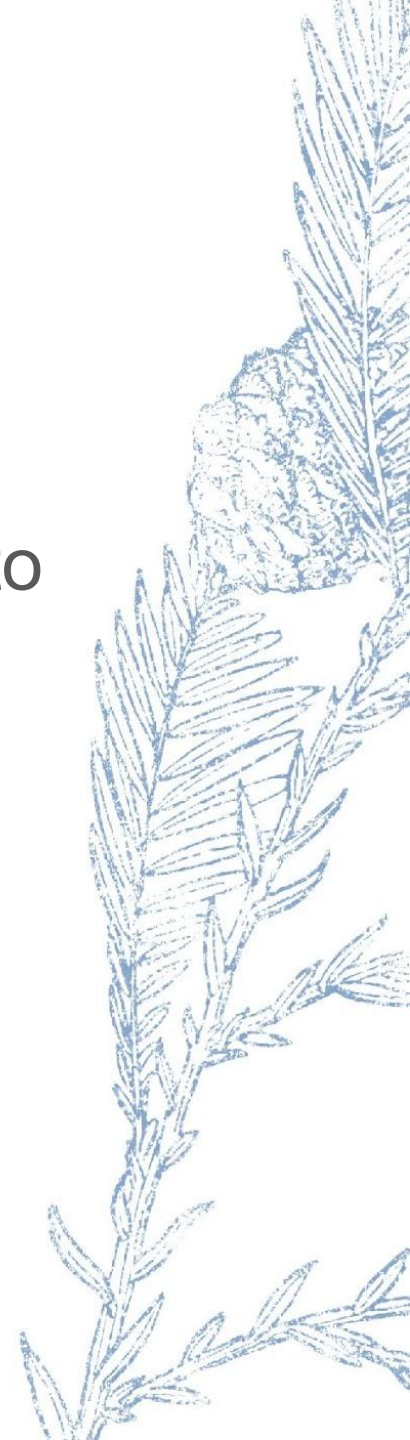
# Spring 2021 Lecturer Allocation

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

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?**

