



## State University System 2010-2011 Legislative Budget Request Development Board of Governors' Policy Guidelines

Pursuant to Section 7, Article 9 of the Florida Constitution the Board "...shall operate, regulate, control, and be fully responsible for the management of the whole university system." Included within this responsibility is the development of a Legislative Budget Request (LBR). In addition, Section 216.023(1), Florida Statutes, requires the submission of a legislative budget request to the legislature and governor based on an independent judgment of needs.

The 2010-2011 LBR shall be need-based and will provide flexibility for the Board of Governors (BOG) and universities' Boards of Trustees to jointly manage the System to meet the critical needs of the state, achieve the statewide goals and objectives of the State University System (SUS) Strategic Plan, address specific institutional issues, and demonstrate accountability/ justification. The following goals and objectives of the SUS Strategic Plan will be addressed in the request:

1. Access to and production of degrees
2. Meeting statewide professional and workforce needs
3. Building world-class academic programs and research capacity
4. Meeting community needs and fulfilling unique institutional missions

These system goals and objectives should be incorporated into the following priorities, which will be reflected in the LBR:

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### Operating and Specialized Program Funds:

1. Continuing costs associated with existing programs - This policy addresses the funds needed to continue existing programs.
  - a. Administered Funds - Funds will be requested for the annualization associated with the 2009-2010 change in employee salary and benefits, if appropriated by the 2009 Legislature.
  - b. Major Gift Program - Funds will be requested to continue support at 100% for the Major Gift matching program.
  - c. Plant operations and maintenance for new and existing buildings -



- i. Funds will be requested for the annualized operations and maintenance costs for buildings completed and phased-in during 2009-2010;
    - ii. Funds will be requested for the operating costs for new buildings to be completed and occupied in 2010-2011.
    - iii. Funds will be requested for the increased utilities and operating costs of existing buildings.
  - d. Faculty and Staff Retention, - Keeping qualified faculty and staff is paramount to student success. Funds will be requested for salary and benefit increases for faculty and staff, and administered funds shall be monitored to ensure that universities continue to be included.
2. Access to and Production of Degrees - In order to preserve and increase access to the SUS and the production of degrees, funding for the following will be requested:
  - a. Access to Higher Education - The five-year enrollment plan will be updated in 2009. Funds will be requested to support access to higher education which reflects the goals and objectives of the SUS Strategic Plan.
    - i. Taking its limitation on freshman enrollment growth into consideration, as well as its policy of better aligning its funded enrollment plan with actual funding, the Board, working with the universities, will place priority for growth funding on currently enrolled students who continue in the system, and on community college students transferring with an Associate in Arts degree.
    - ii. The Board will consider funding for increased enrollment for universities which the Board concludes, on the basis of all available data, will be necessary to achieve targeted degree production goals.
  - b. Critical Workforce Shortages - Programs and funding requests will continue to be developed to address shortages in critical state workforce areas.

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- c. Medical Education – Funding will be requested for opening FIU’s and UCF’s medical schools and for BOG -approved issues at existing medical schools.
- 3. Global Competitiveness – Funding will be requested to continue the successful development and maintenance of nationally and internationally preeminent academic programs and model research centers.
- 4. Task Force Reports and Studies – Consideration will be given to initiatives recommended in any task force reports or studies and endorsed by the BOG.
- 5. Shared System Resources – Consideration will be given to initiatives that allow for greater efficiencies through shared system resources.
- 6. If a university received non-recurring funds for an initiative and that initiative is a priority for continued funding, then the university should submit that issue for consideration by the Board.

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The following represents the timeline for submission of the SUS 2010-2011 LBR for operations:

- March: The Board of Governors approves the LBR Policy Guidelines
- May - June: Chancellor works with Universities to develop system LBR issues
- July: Board of Governors’ staff reviews and prepares operating LBR; Continue discussions with universities
- August: Board of Governors approves the operating LBR
- October: LBR is submitted to the Governor and Legislature

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Deleted: <#>April: –Chancellor provides technical instructions and requests Boards of Trustees/Universities to submit their operating LBR issues

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**Fixed Capital Outlay Funds:**

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- 1. PECO funding for Remodeling/Renovation/Maintenance/Repair will be requested pursuant to the provisions of Section 1013.64(1)(a), Florida Statutes.
- 2. The University’s approved Five Year Capital Improvement Plan (CIP) will be prioritized, in the first year, as indicated below. Written justification, noting any exceptions to the priorities provided by the guidelines, and explaining why a priority exception is in the best interest of the university should be included in the cover letter submitted with the CIP package. This will assist BOG staff in comparative evaluation of university projects,



and justification in terms of relative system ranking for placing in system priority order. Each university should submit one and only one prioritized, sequentially numbered list.

Funding will be requested for institutional survey recommended \* PECO projects in the following priority order:

- a. Matching external funds from non-private sources.
- b. Continuation projects
  - i. Funded by the Legislature in the amount and in the year as last included on the Board of Governors adopted three year list.
  - ii. Funded by the Legislature, but not on the Board of Governors adopted three year list.
  - iii. Require additional funding to complete project as originally requested.
- c. Utilities/infrastructure/capital renewal/roofs needs.
- d. Renovation and remodeling projects to meet current space needs, structural/mechanical repairs, and technology upgrades that are in accordance with Section 1013.64(4)(a), Florida Statutes. (Survey recommendation)
- e. Instructional, then research, followed by support space needs to include projects that will bring each university to the system average percentage of formula need.
- f. Projects to provide specialized space for a newly approved academic program.
- g. Land or building acquisition in accordance with University Board of Trustees adopted master plans.
- h. Non-survey recommended projects

\*Specific survey recommendation is not required for infrastructure and matching funds projects.

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3. Special consideration and emphasis will be given to proposed joint-use PECO projects that meet the requirements of Section 1013.52, Florida Statutes.
4. State matching funds for the facilities enhancement matching program will be requested for eligible projects as proposed by the universities that meet the requirements of Section 1013.79, Florida Statutes.
5. Capital Improvement Trust Fund funding will be requested for eligible projects that meet the requirements of Section 1013.74, Florida Statutes.
6. Required legislative authorizations will be requested for externally funded projects as proposed by the universities, in accordance with Section 1010.62.
7. Each facilities project should be designated by strategic type:
  - Medical School Initiative
  - Strategic Discipline (Teaching, Nursing, Engineering)
  - Economic Development/Enhanced Critical Research
  - Improved Geographic Access
  - Campus Sustainability
  - Increased Baccalaureate Production
  - Other

\*\*Each university must incorporate utilization data as a factor in prioritization of university Capital Improvement Plan (CIP) funding requests to the Board of Governors. Programs with classroom and teaching lab space utilization below the current SUS standard would not be eligible for inclusion on the university CIP. General purpose classroom or teaching lab space (space not designated for a specific academic program or discipline) would not be eligible for inclusion if utilization was below the SUS standard. This standard would apply both to the university as a whole and on a site-specific basis, and would be effective for the 2010-2011 LBR cycle.\*\*

The following represents the timeline for submission of the SUS 2010-2011 Fixed Capital Outlay LBR.

- March: The BOG approves the LBR Policy Guidelines
- April: Chancellor provides technical instructions and requests universities to submit their Five-Year Capital Improvement Plans to include proposed projects and authorizations.
- May: BOG staff will review with University designee(s) the draft CIPs
- August: Universities' BOT submit Five-Year Capital Improvement Plans



- September: BOG approval of the Fixed Capital Outlay LBR
- October: Fixed Capital Outlay LBR is submitted to the Governor and Legislature
- December: Universities submit amended Fixed Capital Outlay requests to BOG
- January: BOG approval of amended FCO requests
- March: If necessary, potential PECO amendments to reflect March PECO Revenue Estimating Conference allocations

**Deleted:** <#>November: Board of Governors approves University Compacts in which goals, initiatives, and financial assumptions are aligned with submitted LBR issues