

# NOTES

## Planning & Budget Committee (PBC)

January 18, 2024 | 12-1:30 pm

### 1. **Call to order**

### 2. **Edits to Meeting Minutes: November 16<sup>th</sup>, 2024**

1. No edits made, minutes approved.

### 3. **Old Business**

#### A. Update to the UHCL Risk Management Policy – Information only (no vote is required)

*Presented by:* Mark Denney

System policy seems to be more suited to what we need. University is going to adopt it. It is more comprehensive and simpler than the one that was proposed last year.

### 4. **New Business/Announcements**

#### B. Approval of Student Fees

*Presented by:* Deja Sero

*Mark Denney* – Historically changes to Student Fees are presented and voted on by SGA before they are presented to PBC. This year the timing did not work out for the Fees to be presented to SGA first since their first meeting is not until 1/23/24. The Fees must be presented to University Council on 1/25/24.

UH System told us at the last minute to add FY26 fees increases to our proposal. So, this presentation includes Fees increases for FY25 and FY26. Tuition and Fees are frozen for Resident Undergrad for FY24 & FY25 but can be increased in FY26. We must pass something today to go to UC.




We will get SGA feedback Tuesday and evaluate that. If we need to make a change, an electronic vote will be taken before Thursday's UC. Any changes requested by Dr Walker will be sent out to the committee.

*Deja's presentation:* Presented a spreadsheet of proposed fee increases. There was some discussion and Deja made notes in her Spreadsheet in Teams/sharepoint. She asks that committee members review the files and if they have comments or questions to add a column with their name at the top and make their comments in the appropriate rows. The files are in today's meeting folder.

**Planning and Budget Committee Attendance Sheet**  
**FY2024**  
**January 18, 2024**

| MEMBER               | SEAT                                     | ABSENT/PRESENT         |
|----------------------|--|------------------------|
| Nick Kelling         | <i>Chair</i>                             | <i>15</i>              |
| Deja Sero            | Vice-Chair                               | <i>Deja Sero</i>       |
| <b>Jamie Hester</b>  | <b>PBC Administrative Support</b>        | <i>JH</i>              |
| Megan Bearden        | USA                                      | <i>online</i>          |
| Abigale Chavez       | SGA                                      | <i>online</i>          |
| Mark Denney          | VP Administration & Finance              | <i>Mark Denney</i>     |
| LeeBrian Gaskins     | AVP Information Technology               | <i>Lee Gaskins</i>     |
| Lorie Jacobs         | Faculty 3 ( <i>Serving until 2025</i> )  | <i>online</i>          |
| Nick Kelling         | Faculty 4 ( <i>-serving until 2025</i> ) | <i>Present</i>         |
| Chris Maynard        | Academic Affairs/Provost                 | <i>Chris Maynard</i>   |
| Tim Michael          | Faculty 5 ( <i>-serving until 2024</i> ) |                        |
| Kim Oldigs           | USA                                      | <i>Kim Oldigs</i>      |
| Juan Olguin          | Office of the President                  | <i>online</i>          |
| Tina Powellson       | VP Student Affairs                       | <i>Tina Powellson</i>  |
| Miriam Qumsieh       | Office of Institutional Research         |                        |
| Larry Rohde          | Faculty 1 ( <i>-serving until 2024</i> ) | <i>Larry Rohde</i>     |
| Glenn Sanford        | College Dean                             | <i>Glenn Sanford</i>   |
| Pamelyn Shefman      | Planning & Assessment                    | <i>Pamelyn Shefman</i> |
| Omah Williams-Duncan | Faculty 2 ( <i>-serving until 2024</i> ) |                        |
| Michael Wu           | Faculty 6 ( <i>-serving until 2024</i> ) | <i>online</i>          |

**Planning and Budget Committee Attendance Sheet**  
**FY2024**  
**January 18, 2024**

| ALTERNATES                      | ALTERNATE SEAT                        | ABSENT/PRESENT  |
|---------------------------------|---------------------------------------|---|
| Gloria Boza                     |                                       |   |
| Krista Buckminster              |                                       | online  |
| Patrick Cardenas                |                                       |   |
| Henock Gebrehiwot               |                                       |   |
| Vicky Gu                        |                                       |   |
| Preeti Jain                     |                                       |   |
| Kurt Lund                       |                                       |    |
| Kathryn Matthew                 |                                       |   |
| Cindy Saltzman                  |                                       | online  |
| Sheeba Thomas                   |                                       |   |
| Ed Waller                       |                                       |   |
| Andrew Wiemer                   |                                       |  |
|                                 |                                       |   |
|                                 |                                       |   |
| NON-VOTING GUEST                | DEPARTMENT                            | ABSENT/PRESENT  |
| Matthew Aschenbrener            | Strategic Enrollment Management       |  |
| Lea Black                       | Strategic Enrollment Management       | online  |
| Sherry Hawn                     | Administration & Finance              |   |
| Yolanda Nimmer-Williams         | Office of the President/Compliance    | online  |
| Tim Richardson                  | Student Success Initiatives           |   |
| Joe Staley                      | Vice President University Advancement |   |
| Carmen Conley                   | Planning & Assessment                 |   |
| <del>Matthew Aschenbrener</del> |                                       |   |
| Allison Gillespie               |                                       | online  |

Stacy Zellner

online

| Undergraduate DDT  |  |  | FY2024       | @15 hrs  | FY2025  | @15 hrs  | Increase per Semester | FY2026       | @15 hrs  | Increase per Semester | Expected Revenue |
|--|--|--|--------------|----------|---------|----------|-----------------------|--------------|----------|-----------------------|------------------|
| <b>College of HSH</b>  |  |  | \$5 per SCH  | \$75.00  |         |          |                       | \$12 per SCH | \$180.00 | \$105.00              | \$376,845        |
| <b>Student Benefit:</b>  |  |  |              |          |         |          |                       |              |          |                       |                  |
| - Fund instructional and academic support part-time, temporary student positions that provide additional assistance in large classes (defined by Faculty Workload Policy). |  |  |              |          |         |          |                       |              |          |                       |                  |
| - These positions ensure students have access to timely support that results in improved student outcomes in large classes primarily in the core curriculum.               |  |  |              |          |         |          |                       |              |          |                       |                  |
| <b>Intended Outcome:</b>   |  |  |              |          |         |          |                       |              |          |                       |                  |
| - Offset portion of deficit caused by funding needed student support in large classes  |  |  |              |          |         |          |                       |              |          |                       |                  |
| - Ultimately result in the removal of course fees charged to students enrolled in large classes  |  |  |              |          |         |          |                       |              |          |                       |                  |
| <b>College of S&amp;E</b>  |  |  | \$5 per SCH  | \$75.00  |         |          |                       | \$8 per SCH  | \$120.00 | \$45.00               | \$81,000         |
| <b>Student Benefit:</b>  |  |  |              |          |         |          |                       |              |          |                       |                  |
| - Use of TA's increases student retention  |  |  |              |          |         |          |                       |              |          |                       |                  |
| - TA's benefits the students by having a knowledgeable peer available specializing in the subject matter of the courses.   |  |  |              |          |         |          |                       |              |          |                       |                  |
| - Students often have an easier and more open dialogue with a peer.  |  |  |              |          |         |          |                       |              |          |                       |                  |
| - Additionally, TA's gain teaching experience.   |  |  |              |          |         |          |                       |              |          |                       |                  |
| <b>Intended Outcome:</b>   |  |  |              |          |         |          |                       |              |          |                       |                  |
| - To correct TA funding and use DDT as the correct source  |  |  |              |          |         |          |                       |              |          |                       |                  |
| Graduate DDT   |  |  | FY2024       | @9 hrs   | FY2025  | @9 hrs   | Increase per Semester | FY2026       | @9 hrs   | Increase per Semester | Expected Revenue |
| <b>College of HSH</b>  |  |  | \$20 per SCH | \$180.00 | \$35.00 | \$315.00 | \$135.00              | \$35 per SCH | \$315.00 | \$0.00                | \$112,590        |
| <b>College S&amp;E</b>   |  |  | \$25 per SCH | \$225.00 | \$45.00 | \$405.00 | \$180.00              | \$45 per SCH | \$405.00 | \$0.00                | \$90,000         |

PBC Feedback

PBC Feedback

| Recreation & Wellness Fee | FY2024   |               | FY2025    |               | Increase per Semester | Expected Revenue | FY2026    |               | Increase per Semester | Expected Revenue |
|---------------------------|----------|---------------|-----------|---------------|-----------------------|------------------|-----------|---------------|-----------------------|------------------|
|                           |          | Semester Cost |           | Semester Cost |                       |                  |           | Semester Cost |                       |                  |
| All Students              | \$121.00 | \$ 121.00     | \$ 133.10 | \$ 133.10     | 10.0%                 | \$228,345        | \$ 139.76 | \$ 139.76     | 5.0%                  |                  |

PBC Feedback

**FY25**

**Student Benefit:**

- The two-year consecutive fee increase was approved by UHCL Student Gov. and P&B Committee in 2022. Never implemented due to the Texas State tuition freeze.
- Need to contribute to an annual equipment replacement & emergency facility repair fund.
- Original Pro Forma was set for \$150/student/semester Fee, but modified prior to opening, with the intention to increase the fee 5%-10% each year until the \$150 fee met.

**Intended Outcome:**

- The ability to maintain a robust program and environment for student engagement & retention, offering equipment and programs that keep up with industry trends & student interests.
- Offer higher Student employee wages: remain competitive with other opportunities on-campus.

**FY26**

**Student Benefit:**

- This 5% increase will continue to support equipment replacement, emergency facility repairs, field maintenance, and capital improvements, to maintain the facility for students. Enhancements

**Intended Outcome:**

- The increase is needed to keep pace with rising costs of equipment preventative-maintenance contracts and equipment standards.

| Information Resource Fee  | FY2024       | 12 sch Max | FY2025      | @15 hrs | Increase per Semester | FY2026          | 15 sch Max | Increase per Semester | Expected Revenue |
|---|--------------|------------|-------------|---------|-----------------------|-----------------|------------|-----------------------|------------------|
| <b>All Students</b>   | \$29 per SCH | \$348.00   | no increase |         |                       | \$33.25 per SCH | \$498.75   | \$150.75              | \$968,713        |
| <p><b>Student Benefit:</b></p> <p>- The additional funds will enhance the Libraries' ability to provide ongoing access to books, journals, streaming media, and databases that students need for coursework and research. OIT will be able to upgrade equipment and resources for students as well as add new services and resources for them.</p> <p><b>Intended Outcome:</b></p> <p>- Able to continue to provide access to equipment and resources that students need for their studies. Costs for OIT/Libraries materials often increase at a rate above inflation (e.g., most journal subscriptions go up 5-6% each year). The IRF has not been increased in a number of years. In the case of the Libraries, IRF funding pays for nearly 25% of the collections costs (digital and physical) each year.</p> |              |            |             |         |                       |                 |            |                       |                  |

PBC Feedback

## Extended Access & Support Fee

All Students

**Student Benefit:**

This increase would be limited to the first 9 credits each student enrolls per semester. It would increase resources available to support remote and off campus academic sites such as Pearland and TMC.

**Intended Outcome:**

- Operating costs at all remote and distant locations continue to rise and this revenue source would help support those costs.

|  | FY2024      | 9 sch Max | FY2025      | @15 hrs | Increase per Semester | FY2026      | 15 sch Max | Increase per Semester | Expected Revenue |
|--|-------------|-----------|-------------|---------|-----------------------|-------------|------------|-----------------------|------------------|
|  | \$7 per SCH | \$63.00   | no increase |         |                       | \$9 per SCH | \$81.00    | \$18.00               | \$350,000        |

PBC Feedback

| Academic Records Fee  | FY2024       | Semester | FY2025      | Semester | Increase per Semester | FY2026       | Semester | Increase per Semester | Expected Revenue |
|---|--------------|----------|-------------|----------|-----------------------|--------------|----------|-----------------------|------------------|
| <b>All Students</b><br><b>Student Benefit:</b><br>- Used to cover the costs of maintaining the online registration system components and university publications in addition to the reproduction of paper transcripts presently in circulation.<br>- support the transition to electronic transcript reproduction for currently enrolled students in Fall 2024 forward.<br><b>Intended Outcome:</b><br>- Offset the rising cost of basic operational cost such as: office supplies/equipment, telephones, printing, shredding, xerox, postage, Digital Architech/(Curriculog/Acculog), TACRAO/AACRAO memberships as well as salaries. | \$30 per SEM | \$30.00  | no increase |          |                       | \$45 per SEM | \$45.00  | \$15.00               | \$280,800        |

PBC Feedback



**Student Center Fee**

|                          | FY2024   | Semester | FY2025      | Semester | Increase per Semester | FY2026        | Semester | Increase per Semester | Expected Revenue |
|--------------------------|--|----------|-------------|----------|-----------------------|---------------|----------|-----------------------|------------------|
| <b>All Students</b>      | \$30 per SEM   | \$30.00  | no increase |          |                       | \$150 per SEM | \$150.00 | \$120.00              | \$2,040,000      |
| <b>Student Benefit:</b>  | - Following a successful Student Referendum (Spring 2023) and pending BOR and Texas Legislative approval, the increased fee would fund the construction and operations of a new Student Center, and existing operations in the SSCB on the UHCL Campus |          |             |          |                       |               |          |                       |                  |
| <b>Intended Outcome:</b> | - This will increase the existing fee of \$30/Sem max \$40/Sem, to \$150/Sem to support the construction costs and ongoing maintenance/operations/Programming  |          |             |          |                       |               |          |                       |                  |

PBC Feedback

| <b>Parking Fees</b> | <b>FY2024</b> | <b>Change</b> | <b>FY2025</b> | <b>Change</b> | <b>FY2026</b> |
|---------------------|---------------|---------------|---------------|---------------|---------------|
| Annual              | \$85.00       | \$20.00       | \$105.00      | \$5.00        | \$110.00      |
| Fall/ Spring        | \$60.00       | \$0.00        | \$60.00       | \$5.00        | \$65.00       |
| Summer              | \$45.00       | \$5.00        | \$50.00       | \$0.00        | \$50.00       |
| Faculty/Staff Lot A | \$150.00      | \$25.00       | \$175.00      | \$10.00       | \$185.00      |
| PT/Adjunct          |               |               |               | \$0.00        |               |
| Fall/Spring         | \$30.00       | \$15.00       | \$45.00       | \$5.00        | \$50.00       |
| Summer              | \$25.00       | \$5.00        | \$30.00       | \$5.00        | \$35.00       |

PBC Feedback