

Division of Business and Finance

FY22 Budget Proposal

BUSINESS AND FINANCE MISSION

The Division of Business and Finance provides stewardship of the University's human, financial and physical resources, which enhances the University's ability to achieve its mission. This is accomplished by providing fiscal leadership, safeguarding university assets (both financial and physical) and providing a safe, attractive and comfortable physical environment. These services are delivered in a timely and efficient fashion to both internal and external customers.

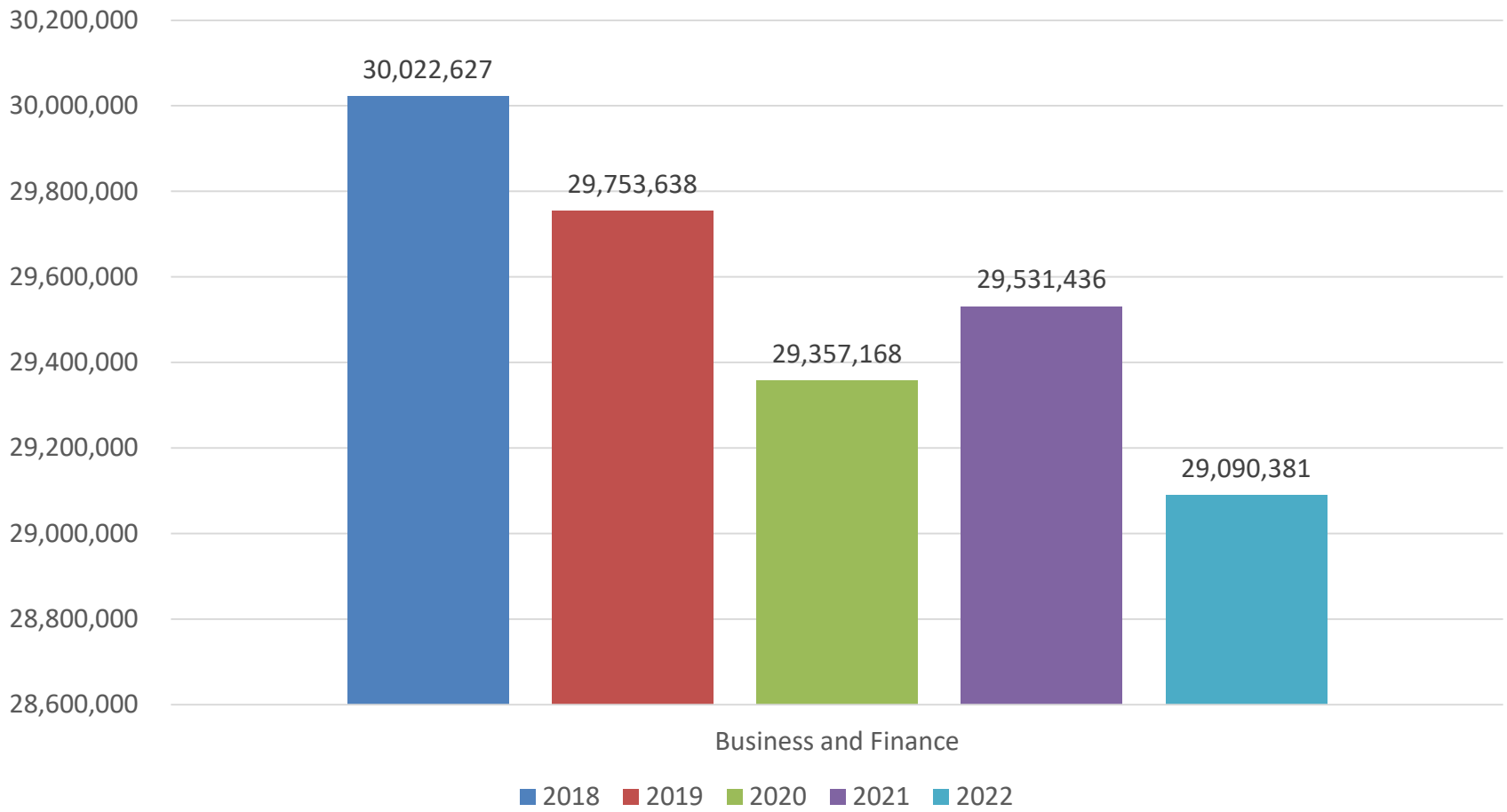
Business and Finance Responsibilities

- University Treasurer
- Fiscal sustainability and leadership
- Campus safety
- Stewardship of resources
- Risk management
- Title IX
- Auxiliaries
- Campus infrastructure
 - Physical
 - Technological
- Capital Planning

BUSINESS AND FINANCE DIVISION GOALS

- Supporting **student success** through a safe, healthy and supporting environment.
- Driving **customer value** through the delivery of exceptional service.
- Supporting EWU as an **institution of innovation** through operational excellence.
- Increasing the **diversity** of the Business and Finance Division workforce by attracting and retaining highly qualified and diverse staff members.
- Improving **sustainability** university-wide through the adoption of best practices.
- Enhancing EWU's **visibility** through increased awareness of Business and Finance's activities and achievements.

Business and Finance- Index 1 Budget



Business and Finance budget impacts

Index 1

- FY19- Phase 1 \$918,803
 - Reduction in mostly vacant positions
 - 12 positions total
 - Reduce operating costs
- FY20 Phase 2 \$831,774
 - Eliminate positions when vacated
 - 9 positions eliminated
 - Reduce hourly positions and operating costs
- **Phase 3 \$1,989,998**
 - **14 positions eliminated**
 - **9 vacant positions**
 - **use of building fees for campus maintenance and operations, \$650,000**
- Total 44 positions

Self support

- All areas reduced staffing and operating costs to degree possible.
- FY21 & FY22
 - 55 positions impacted
 - 38 positions eliminated
 - 9 positions reduced
 - Position reduction in term
 - Hourly positions
 - Continued fiscal management based on operational needs

BUSINESS AND FINANCE DEPARTMENTS

FACILITIES & PLANNING SERVICES

- Planning, construction and operations of the physical campus
 - ✓ Custodial services
 - ✓ Grounds maintenance
 - ✓ Solid waste management and recycling
 - ✓ Work order administration
 - ✓ Heating, ventilation, air conditioning and refrigeration
 - ✓ Building maintenance
- Capital budget
 - ✓ Capital planning and budget implementation
 - ✓ Comprehensive Campus Master Plan
- Index 1 budget \$13M
- 168 FTE

HUMAN RESOURCES

- Administration and delivery of professional service, support and expertise in:
 - ✓ Faculty and staff recruitment and retention
 - ✓ Faculty and staff relations and collective bargaining
 - ✓ Employee benefits
 - ✓ Position management and compensation
 - ✓ Professional and organization development

- Total FTE 16

- Index 1 budget \$1.5M

RISK MANAGEMENT, COMPLIANCE, PROCUREMENT

- Administration and delivery of professional service, support and expertise in:
 - ✓ risk management
 - ✓ Policy administration
 - ✓ Procurement and contracts
 - ✓ Compliance
 - ✓ Records management
 - ✓ Title IX
 - ✓ Equal opportunity/affirmative action
 - ✓ Public records
 - ✓ Mail services
 - ✓ Parking services
- 13.7 FTE
- Index 1 budget \$500,000

FINANCIAL SERVICES

- Provides oversight of the university planning and budgeting process
- Oversight of capital budget implementation
- University bursar
- Manages the university treasury function
- Administration and delivery of accounting and financial services
- Fulfills requirements for external and internal financial reporting
- Manages external audits
- Directs and maintains tuition and fees process
- Index 1 resources \$1.4M
- 30 FTE

UNIVERSITY POLICE

- Ensuring a safe and secure environment for all who work, study or visit the EWU campus
- Management and execution of the EWU Comprehensive Emergency Management Plan (CEMP)
- E2Campus (EWU Alerts)
- Student cadet program development
 - ✓ Environmental health and safety information, training, monitoring and compliance
 - ✓ Employment risk assessment and management
- Total FTE 14
- Index 1 resources \$1.3M

INFORMATION TECHNOLOGY

- Maintains technology infrastructure
- Best practices environment for managing administrative and instructional technology platforms
- Information security
- Long term technology strategic plan
- IT policy and governance practices
- Total FTE 48
- Index 1 resources \$8.6M
- Index 2 resources \$1.3M
- Index 3 resources \$1M

HOUSING AND DINING FUND

- Index 3
- Residence Halls and Dining Services
- Food & beverage sales and service
- Event scheduling, planning and catering services
- Athletic event concessions
- Camp and conference coordination

	FY20 Actual	FY21 YTD	FY22 Plan
Revenue	18,943,823	7,200,000	15,255,910
Expenses	15,374,007	9,220,000	11,627,618
Net Transfers	(558,868)	0	0
Change in Net Position	4,128,684	(2,020,000)	3,598,292

UNIVERSITY RECREATION FACILITIES & OPERATIONS

- Index 1 and index 3
- Athletic and recreation venues
- Fitness center, climbing wall, ice rink and running track
- Source of revenue – index 1 funding, access and user fees
- Includes equipment and facility annual upgrades
- 9 FTE

	FY20 Actual	FY21 Plan	FY22 Plan
Resources	2,188,270	1,700,000	2,000,000
Expenses	2,120,343	1,700,000	2,000,000
Change in Net Postion	67,927	0	0

UNIVERSITY BOOKSTORE

- Index 3
- Textbooks sales and rentals
- Course materials, supplies, study aids and computer software sales
- EWU gear sales

	FY20	FY21 YTD	FY22 Plan
Revenue	3,828,857	2,000,000	4,100,000
Personnel, COGS, Operations	3,730,478	2,435,000	4,036,239
Change in Net Position	98,379	(435,000)	63,761

PARKING SERVICES

- Index 3
- Campus parking services
- Commute trip reduction program – 16,959 trips reduced
- Spokane Transit Authority partnership

	FY20 Actual	FY21 Plan	FY22 Plan
Revenue	875,714	245,000	497,024
Personnel and Operations	1,032,426	490,000	493,975
Change in Net Position	(156,712)	(245,000)	3,049

Future Pressures

- Growing deferred maintenance backlog
- Increased demand in service level and types of services
- Change in campus footprint and need for corresponding services
- Increasing compliance demands
 - State and federal
 - Title IX
 - ADA
 - Clery Act
 - Environmental
 - Financial regulatory
- Recruitment of qualified staff in all areas
- Increasing personnel costs- market based and minimum wage
- Increase in costs by external parties (e.g. utilities)
- Staffing workload levels
- Housing master plan
- 10 year capital plan