

## URC Meeting

### Meeting Notes

July 25, 2022 10:00 AM – 11:00 AM

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- **Roll Call:** Craig Elmore, Lloyd Butler, Rohan Christie-David, Abel Morales, Jacob Goldstein, Wowek Kearney, Kimberley Nanez, Darnell Smith, Jarrick Brown, Brandy McLelland, Gilbert Barrera, Leonard Love,
- Introductions
  - Dr. Mohamed Abdelrahman
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- Review and Approve Minutes –June Meeting
- Financial Pulse Update- Craig Elmore
  - Craig: Look at Tuition and fees for Fall Semester looks good. For spring we missed by half a million, for summer we look positive. Since reporting has gotten worse, students not paying or dropped. About 650k off. Base funds are trending better, non faculty salary. Next month we'll know what to put back in reserves.
  - Kathy: Little bit of HEERF left, looking to see if we can claim lost revenues. Looking to validate how to claim lost revenues for spring.
  - Craig: fairly good for closing out the year.
- Enrollment Update – Brandy McLelland
  - Brandy: Currently trending up in Fall enrollment. Continuing student enrollment down in head count, up in section credit hours, balance being made there. Headcount down has been a trend for the last six weeks. Continuing student for graduate is trending down, critical to turn around. Graduate new students are up significantly, 300%! Trending up for all new students, freshman pipeline is up but not the same strength as last year. Seeing delay and stalling out, about 105 more students enrolled than last year. Transfer pipeline has been trending up, a lot of transfer work is done in July and August. About 5.8 percent up overall. 8.42% up in section credit hours. Expect to start seeing numbers even out. Continuing student pipelines is very critical.

- Kathy: How many more NSO?  
Brandy: Three more first year NSO, 75 students registered for all three. Not seeing as much movement as last year.
- Kathy: New first time students is at 925. 75 signed up for last three NSO, makes up 1000 student's headcount.
- Brandy: Other populations that have not gone to NSO or registered. Around 60 students signed up for housing but not NSO. Different pockets of students to work with. 1100 is internal number, hard path to get to. Yield has been much lower and difficult this year.
- Kathy: Weekly enrollment Pulse checkers meeting
- Brandy: Weekly Onboarding call to work on issues to get new and continuing students enrolled. Transfer Tuesday, support services stay open till 7 PM. Pushing students through pipeline. Over last two semesters have seen highest drop per payment numbers. Make sure to support students fiscally. Mitigate dropping classes.
- Wovek: QUESTION: For Spring
- Brandy: Numbers should be up due to number of students in pipeline, but we have seen a lot of loss.
- Kathy: Those that did not meet satisfactory academic progress is at all-time high, affecting returning students as well.
- Rohan: we could be losing some students in the 11 month MBA and online program. We might lose 8, one has to due to military benefits. Need to be approved by Military affairs, affects 8 MBA students. Employee benefits for 11 month MBA, may be separate to meeting. When we launch new programs, takes about a year to go through system for approvals, it takes about another year for other approvals. Masters of Business Analytics, wanted Fall 2023 but more realistic would be Fall 2024.
- Craig: has this been submitted?
- Rohan: doing our best to get it out.
- Kathy: Want out of Fall 24' because it is a Base Period. Master's program would help with state appropriations.
- Kathy: can we submit with "PENDING BOARD APPROVAL" Last packed submitted was 2020, there have been significant changes since then.
- Zeak: Several individuals having issues with Benefits
- Strategic Plan Objective 2, Financial Stewardship – Craig Elmore

- Craig: We've been sending reports but have not been sitting with VPS. Need Meeting with Athletics. Setting quarterly meetings up. New report for negative balances sent to VPs. Make have budget pools that are positive. Looking closely with Corrin and John Wickline with P-card / Travel Card and Category 3 POs. Will escalate to President's office. Believe some people are circumventing appropriate procedures.
- Kathy: will be reporting financial stewardships to commission after closing the year out. Happen around mid-October. November meeting we'll go over how many months reserves we have, update everyone where we're at financial
- Craig: revamping some of the financial training, working to develop online training.
- Budget 2023 Update
  - Craig: submitted phase 1 of budgeting, working on phase 2 to solidify. Looking at changes related to positions within our position budget, working at expenses to see if they are correctly allocated, sit with VPs to walk through budgets.
  - Kathy: Biggest changes are we will no longer have HEERF, will have comprehensive university funds.
  - Craig: We get funding this year, but not next year.
  - Craig: LAR. Updated version will be in October. Kathy and Dr. Matson will talk with legislature. A lot of measures in report that need to be reported. May reach out to dept. individuals to confirm info. Tell our story to get our funding.
  - Kathy: Committee worked on submission asking for 3 million a year for funding for the ability to work and support workforce development. To start up programs in public health. Mostly faculty positions, some support positions. Called Alamo Works, all about offering degree completion and dovetailing as a program already awarded with San Antonio Ready to Work. High demand/paying fields.
  - Kathy: Trying to reduce 1.5 million of standard operating budget. At 1.3 million. We're looking to get out of Modulars to stop paying rent. BLH building will not be completed until Month of November. Suppose to be completed in July, supply chain has been biggest issue. Missing Windows, still missing 10%. Staying in Modulars until at least February. Change to our 23 budget not in positive but negative.
  - Kathy: How were reviewing budgets, discovering some things that make it confusing to not rely on standard operating funds.

- Craig: Working to clean up available balance you don't really have. Most accounts should roll into reserve account at the end of this year. If you have funds available for rollover.
- Dr A: What kind of unrestricted reserves and what balances are these \*For Kathy and Craig\*
  
- No Roll Over of funds on General Revenue, Designated Tuition, USF, SSF, with a few exceptions that have been in place for Research and Faculty Development
- Unresolved Topics from previous meetings
  - Multiyear Budget
  - Funding for results from Compensation Study
    - Kathy: Both faculty and Staff, wrapping up in Sep. Hope to have results presented to President and Cabinet in October.
- Other discussion?
  - Wowek: At the end of last meeting, I asked Rohan t
  - Kathy: Having a session about things that are working, are there other areas
- Next Meetings to be Scheduled with standing meetings for FALL – Jacob to send out Doodle Poll
  - Memberships. President will relook at members since there are overlapping tenures.
- **Adjourn: 11:06 AM**