



**Budget and Planning Subcommittees (FPS/SPS)
Meeting Agenda**

May 3, 2021

2:00-3:00pm – Zoom (details are in the calendar invite)

1. Approval of Minutes for the December 1st meeting
2. Budget update for FY21 Q3
3. Update on CRRSAA Funding to Students
4. Discussion of developing a strategy for the use of CRRSAA and ARP funds

**Joint SPS-FPS
Minutes
May 3, 2021**

Present: Mark Flower (*Chair*), Allison Pease (*Designated Co-Chair*), Ric Anzaldua, Ned Benton, Kinya Chandler, Brian Cortijo, Jay Gates, Heath Grant, Karen Kaplowitz, Erica King-Toler, Dyanna Pooley, Andrew Sidman, Monika Son, Marie Springer, and Alison Orlando (*Recorder*)

Guests: Ajisa Dervisevic, John Paul Narkunas, and Alena Ryjov

- 1 Approval of minutes from December 1, 2020.** The minutes were approved unanimously with the following change: add Jay Gates to the list of attendees.
- 2 Budget update for FY21 Q3.** Mark F. went over the FY 2021 Third-Quarter Financial Report. He said that there has been further clarification on the budget since it was adopted by the CUNY Board of Trustees. He explained some of the changes to the budget since the last meeting of the FPS including that the CARES funds are now listed in a different budget line, and that the contractual increases for the PSC and DC37 are now included in the expenses. He then explained that our total expenses exceed our revenue by \$8,694,000, however, the college will be using the CARES funds along with \$2,037,000 of our CRRSAA funds to help balance our budget. He added that using these funds to help balance the budget will allow the college to preserve our prior year CUTRA balance of \$3,057,000, which is now our projected year-end balance. Mark F. then went over a document labeled “FY 2022 State Enacted and City Preliminary Budget Analysis” that is being presented to the CUNY Committee on Fiscal Affairs. He explained that the college will receive our budget allocation for FY 2021-2022 once the CUNY Budget is passed. He talked about some notable items in the CUNY budget that may impact the college such as the 5% allocation reduction from the state to CUNY has been restored, and that the budget does not include support for the estimated \$40 million dollar increase in fringe benefits at the CUNY. Other notable items include that SEEK will see a funding increase of 20%, and that there will be an increase per student in TAP, which would result in an additional funds to the college.
- 3 Update on CRRSAA Funding to Students.** Mark F. gave an update on the funding to students. He first spoke about the MSI portion of the CARES funding that the college has planned to use to help offset student balances in the fall. He explained that the college has received guidance on how to apply these funds and that payments will be made within the next few weeks. He added that the college also planned to help offset spring student balances with a portion of the institutional CARES funds. He explained that the college received guidance on how to apply those funds and the caveat is that students will have to consent to have the institutional portion of the CARES funds applied to their accounts. Mark F. then updated the committee that the student portion of CRRSAA funds were sent to the students today. However, the college has set aside 2% of these funds for international and undocumented students to allow for distribution if the guidelines change.
- 4 Discussion of developing a strategy for the use of CRRSAA and ARP funds.** Mark F. asked the committee on their thoughts on how to use the CRRSAA and ARP funds to help stabilize our future budget situation. Andrew S. felt that the committee needs data and information such as future budget projections before we make any decisions. He added that by having information on what the future may look like will allow us to make informed decisions on where to invest the funds. Allison P. briefly went over a planning model that she created in consultation with the President that aligns our priorities, assessment, and the budget. Kim C. liked the model but suggested that it should include consultation from the divisions and relevant governance bodies. Kim C. added that she feels that college now has the opportunity to examine efficiency, address gaps, and look at restructuring. She felt that the funds could be used to make an investment in online education, advising and enrollment management to enhance the student experience and allow for the college to more effectively recruit, sustain, and retain students. She also spoke about

making investments in international students to create a culture to sustain their success. Paul N. spoke about building current capacities to improve technology and employ best practices such as lowering class caps. Brian C. said that since the pandemic the college has realized energy savings, which has been passed to individual employees working at home who should be compensated. He also felt the funds should be used to future proof the campus. He gave examples such as professional development for online education and strengthening our online curriculum building. Ned B. felt that the college needs to improve on making choices when adding positions based upon what our recurring funds can support. He also felt that we should rethink having Aux Corp and the John Jay Foundation allocating their funds towards initiatives at the college, and instead establish reserve funds that would remain after the one-time funds go away. This was followed by a conversation on the university administrative savings initiative. Mark F. ended the meeting by thanking the committee for their thoughts. He added that he agreed with Andrew S. on that we need data to see the long-term costs to help with this decision-making process. He said his office will work on getting that information and bring it back to the committee.



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April 20, 2021

To: Vice Presidents for Finance
From: Catherine Abata
Subject: FY2021 Third Quarter Financial Report

Please find attached a final draft of the FY2021 Third Quarter Financial Report, an Academic Excellence Fee summary, a technology fee summary, senior college IFR and community college ACE summaries, and a CARES summary.

The pending allocation, expenditure and revenue numbers reflect the figures provided by the colleges in the financial plans. Please note that one change from the initial draft is that the November collective bargaining obligations are included in the PS projections. As included in the FY21 budget allocation authorized by the Board of Trustees, CARES funds are being utilized in the current year to cover eligible expenditures and lost revenues in the current year. It is our assumption that any CARES funds not needed to close FY21 in balance will be used for either non tax levy entities in the current year, or will be utilized in FY22 for those costs deemed allowable by the US Department of Education. In instances where CRRSAA funds are needed for a year end positive balance, those amounts are included as well.

Enrollment figures reflect the final Fall 2020 enrollment. Staff numbers are data pulled from CUNYfirst on April 1st. Adjustments have been made for the doctoral instructional faculty that are supported by the Graduate Center. These staff have been deducted from college full-time faculty counts and added to the Graduate Center's full-time faculty count.

Please let us know if you have any questions or concerns by end of day Friday. The final report will be issued early next week and shared with the Board of Trustees Fiscal Affairs Committee on May 3, 2021.

Thank you.

cc: Senior Vice Chancellor Matthew Sapienza
Deputy Chief Financial Officer Christina Chiappa
University Assistant Budget Director Luis Trias
College Budget Directors
College Business Managers
UBO Staff

The City University of New York
 2020-2021 Third-Quarter Financial Report
 John Jay College

	Prior Year Actuals	MY Projection	Q3 Projection	Latest Quarter vs Prior Year Year [\$]	Latest Quarter vs Prior Year Year [%]
Campus based Allocation ¹	121,371	108,773	109,884	(11,487)	-9%
Pending Allocations	-	11,928	3,801	3,801	0%
Current Budget	121,371	120,702	113,686	(7,686)	-6%
Tuition Revenue Above Target	3,213	(2,904)	382	(2,831)	-88%
Total Campus Based Resources	124,584	117,798	114,068	(10,516)	-8%
Centrally Administered Resources	60,327	59,972	59,154	(1,173)	-2%
Total Resources (\$000)	184,912	177,769	173,222	(11,689)	-6%
PS Regular	90,361	89,662	90,925	564	1%
Adjuncts	19,857	21,645	21,236	1,379	7%
Temporary Services	6,695	4,680	4,486	(2,209)	-33%
Total PS	116,912	115,987	116,647	(265)	0%
OTPS	6,242	5,494	6,115	(127)	-2%
Total Campus Based Expenditures	123,154	121,481	122,762	(392)	0%
Centrally Administered Expenditures	60,327	59,972	59,154	(1,173)	-2%
Total Expenditures (\$000)	183,481	181,453	181,916	(1,565)	-1%
Fringes	48,432	48,776	48,212	(220)	0%
Energy	3,836	3,137	2,883	(953)	-25%
Building Rentals	6,328	6,328	6,328	-	0%
Financial Aid	1,731	1,731	1,731	-	0%
Total Centrally Administered Funds (\$000)	60,327	59,972	59,154	(1,173)	-2%
Balance (\$000)	1,430	(3,683)	(8,694)	(10,124)	-708%
Estimated CARES Tax-Levy Allocation ²	-	-	6,657	6,657	0%
Estimated CRRSAA Tax-Levy Allocation	-	-	2,037	2,037	0%
Prior Year CUTRA and Reserves ³	1,126	3,057	3,057	1,931	171%
Projected Year-End Balance (\$000)	2,557	(626)	3,057	500	20%
				Latest Quarter vs Prior Year Year [#]	Latest Quarter vs Prior Year Year [%]
Enrollment	Fall 2019	Fall 2020	Fall 2020		
FTE	12,770	12,849	12,849	79	1%
Headcount	15,880	15,766	15,766	(114)	-1%
		Fall (October)	Spring (March)	Latest Quarter vs Prior Year Year [#]	Latest Quarter vs Prior Year Year [%]
Faculty Teaching	Prior Fall	370	370	(2)	-1%
Faculty Support	152	160	162	10	7%
Academic Support	42	42	43	1	2%
Student Services	131	121	119	(12)	-9%
Maintenance & Operations	87	94	95	8	9%
General Administration	94	91	90	(4)	-4%
General Institutional Services	117	114	110	(7)	-6%
SEEK/CD	9	10	9	-	0%
Total Full-Time Staffing	1,002	1,002	996	(6)	-1%

¹ The Campus Based Allocation is net of the CARES H&W Allocation amount, OTE training stipend allocation

² Includes Q1-Q3 YTD Tax-Levy CARES Allocations and Estimated Q4 Tax-Levy CARES Allocations

³ Prior Year CUTRA and Reserves for FY2021 are adjusted to reflect reimbursements for FY2020 COVID 19 related TL expenditures

The City University of New York
2020-2021 Third-Quarter Financial Report
Technology Fee Summary (\$000)

	Initial Balance 7/1/2018	Initial Balance 7/1/2019	Initial Balance 7/1/2020	Year-to-date Revenue	Year-to-date Expenditures	(Over) / Under Expenditures
Baruch College	543	1,661	1,259	4,407	2,965	1,442
Brooklyn College	1,455	1,935	1,848	3,711	1,733	1,977
City College	1,611	1,984	1,770	3,156	1,102	2,054
Hunter College	59	1,576	921	5,107	3,101	2,005
John Jay College	1,979	2,648	2,637	3,381	2,197	1,184
Lehman College	918	1,308	1,367	2,724	2,066	658
Medgar Evers College	348	482	377	956	592	364
NYC College of Technology	788	1,172	950	3,002	1,042	1,959
Queens College	2,468	1,406	326	4,034	1,877	2,157
College of Staten Island	259	1,129	1,337	2,576	863	1,713
York College	31	351	680	1,424	586	838
Senior Colleges Total	10,460	15,653	13,473	34,477	18,123	16,353
Graduate Center	139	239	221	767	155	612
CUNY School of Law	18	374	322	154	15	139
Newmark School of Journalism	83	106	46	37	12	25
School of Professional Studies	835	1,215	593	696	305	390
School of Public Health	100	110	152	155	91	64
School of Labor	-	40	78	49	-	49
Grad. and Prof. Schools Total	1,175	2,084	1,413	1,857	579	1,278
BMCC	2,314	3,038	2,605	3,716	1,779	1,937
Bronx CC	750	284	370	1,200	621	579
Guttman CC	57	18	53	144	26	119
Hostos CC	0	39	90	944	664	280
Kingsborough CC	417	163	298	1,205	516	689
LaGuardia CC	(159)	450	613	1,640	1,114	526
Queensborough CC	274	272	276	1,729	551	1,178
Community Colleges Total	3,653	4,263	4,305	10,578	5,271	5,307
University Total	15,288	22,000	19,191	46,912	23,973	22,939

The City University of New York
 2020-2021 Third-Quarter Financial Report
 Academic Excellence Fee Summary (\$000)

Preliminary Year-to-Date Projected Expenses

Campus-Program	Total YTD	Preliminary Year-to-Date Projected Expenses					Total	Balance
	Revenue	PS Regular	Adjuncts	Temp Service	Waivers	OTPS		
Baruch College MBA	1,068	603	-	-	455	11	1,068	-
Baruch College MS Business	3,091	2,279	-	243	-	569	3,091	-
Baruch College MS Financial Engineering	340	122	59	89	-	70	340	-
Baruch College MS Public Affairs	156	145	-	11	-	-	156	-
Baruch College MS International Affairs	131	123	-	8	-	-	131	-
Baruch College Corporate Communications Programs	71	52	-	19	-	-	71	-
Baruch College Industrial Organization Psychology Program	131	96	-	35	-	-	131	-
Baruch College Mental Health Counseling Program	54	40	-	14	-	-	54	-
Baruch College MPA	500	465	-	20	-	15	500	-
Baruch Arts Administration Program	87	63	-	24	-	-	87	-
Brooklyn College MFA in Cinema Arts	1,261	-	-	-	-	1,261	1,261	-
Brooklyn College MFA in Sonic Arts	185	-	-	-	-	185	185	-
Brooklyn College MFA in Media Scoring	281	-	-	-	-	281	281	-
City College School of Architecture Graduate Programs	128	-	-	128	-	-	128	-
City College MS Translational Medicine	140	140	-	-	-	-	140	-
City College MS Physician Assistant Programs	196	116	80	-	-	-	196	-
Hunter College School of Education Graduate Programs	2,018	-	-	-	-	-	-	2,017
Hunter College MS Geoinformatics	43	-	-	-	-	-	-	42
Hunter College MFA Programs in Studio Art	55	-	-	-	-	-	-	54
Hunter College Pre-Health Professionals Post BA Certificate Program	24	-	-	-	-	-	-	24
Hunter College MS Accounting	31	-	-	-	-	-	-	30
Hunter College MS Nursing	325	-	-	-	-	-	-	325
Hunter College MS Nutrition/Dietetics	180	-	-	-	-	-	-	180
John Jay College MA Criminal Justice*	285	135	-	151	-	85	372	(87)
John Jay College Graduate Psychology Programs*	344	140	-	110	-	99	350	(5)
Lehman College MS Accounting	78	-	-	-	-	74	74	3
Lehman College MS Nursing	117	71	-	-	-	20	90	26
Queens College School of Music Programs	87	-	-	21	-	66	87	-
Queens College MS Risk Management	27	-	-	-	-	24	24	2
Queens College Speech and Language Programs	73	-	-	72	-	-	72	1
Queens College Advanced Certificate in ABA	7	-	-	7	-	-	7	-
Queens College MA Data Analytics/MS Applied Social Research	34	-	-	22	-	9	31	3
College of Staten Island MS Nursing	18	-	-	-	-	-	-	17
York College MS Physician Assistant Programs	158	-	-	-	-	-	-	158
Graduate Center MA Digital Humanities	41	-	-	13	-	27	41	-
Graduate Center MS Cognitive Neuroscience	56	-	-	4	-	52	56	-
Graduate Center MS International Migration	35	-	-	-	-	35	35	-
Graduate Center MS Liberal Studies	150	-	-	35	-	115	150	-
Graduate Center MS Middle Eastern Studies	13	-	-	-	-	13	13	-
Graduate Center MS Data Science	56	-	-	2	-	54	56	-
Graduate Center MS Quantitative Methods in the Social Sciences	77	-	-	-	-	77	77	-
Graduate Center Data Analysis and Visualization	58	-	-	13	-	45	58	-
Total	12,207	4,588	139	1,042	455	3,187	9,410	2,797

*John Jay over expenditures is to use FY20 rollover funds that were not spent due to COVID

The City University of New York
2020-2021 Third-Quarter Financial Report
IFR Summary (\$000)

	Initial Balance 7/1/2018	Initial Balance 7/1/2019	Initial Balance 7/1/2020	Year-to-date Revenue	Year-to-date Expenditures	(Over) / Under Expenditures
Baruch College	1,919	1,201	336	1,334	1,305	29
Brooklyn College	2,526	3,045	3,245	482	343	139
City College	1,648	8,912	9,417	1,545	1,045	500
Hunter College	1,367	2,038	722	1,963	1,604	359
John Jay College	1,749	2,499	2,590	324	1,626	(1,302)
Lehman College	3,736	3,444	2,878	1,283	1,505	(222)
Medgar Evers College	2,314	1,743	1,773	415	28	387
NYC College of Technology	1,951	1,622	1,703	369	912	(543)
Queens College	1,342	1,773	1,732	2,476	1,587	889
College of Staten Island	911	997	911	919	665	255
York College	676	768	961	934	170	764
Senior Colleges Total	20,139	28,042	26,268	12,046	10,790	1,256
Graduate Center	690	663	506	132	113	19
CUNY School of Law	1,049	997	994	488	612	(124)
Newmark School of Journalism	343	397	520	200	26	175
School of Professional Studies	598	628	673	43	14	29
School of Public Health	78	101	138	68	87	(19)
School of Labor	965	1,432	1,698	-	1,114	(1,114)
Grad. and Prof. Schools Total	3,723	4,218	4,529	931	1,966	(1,035)
Central	34,809	29,121	37,687	10,772	17,974	(7,202)
University Total	58,671	61,381	68,484	23,750	30,730	(6,981)

The City University of New York
2020-2021 Third-Quarter Financial Report
CARES Act Allocation Summary
(\$000)

	FY2020				FY2021				
	CARES Allocation	Refund to CUTRA / TAP Reserve	Other Refunds ¹	Total FY2020 Refunds	Q1-Q3 Levy Allocation	Tax-Other Refunds ²	Q1-Q3 Total FY2021 Q1-Q3 Uses	Estimated Q4 Tax-Levy Allocation	Estimated Q4 Other Refunds
Baruch College	8,348	147	2,332	2,479	499	204	703	-	5,165
Brooklyn College	8,884	139	1,163	1,302	734	69	802	6,779	1
City College	8,869	595	899	1,494	570	1,900	2,470	2,324	2,580
Hunter College	10,968	44	2,775	2,819	916	1,060	1,977	-	6,172
John Jay College	8,813	500	1,574	2,074	605	82	687	6,052	-
Lehman College	7,598	601	1,434	2,035	618	236	854	500	4,209
Medgar Evers College	4,013	119	337	457	501	527	1,028	2,528	-
NYC College of Technology	9,168	201	1,231	1,432	491	1,254	1,744	5,991	-
Queens College	9,655	323	3,385	3,708	837	1,549	2,386	12	3,549
College of Staten Island	7,256	59	2,880	2,939	389	734	1,123	3,194	-
York College	4,625	127	657	783	427	1,119	1,545	2,296	-
Senior Colleges Total	88,197	2,855	18,667	21,523	6,587	8,734	15,321	29,676	21,677
Graduate Center	281	88	0	88	110	5	115	78	-
CUNY School of Law	429	57	7	64	7	68	75	-	290
Newmark School of Journalism	18	13	-	13	-	-	-	5	-
School of Professional Studies	121	88	0	88	1	(1)	-	34	-
School of Public Health	87	2	7	10	10	0.25	11	-	66
School of Labor	30	15	-	15	7	-	7	-	8
Grad. and Prof. Schools Total	966	263	15	278	135	73	207	117	364
BMCC	14,931	721	1,303	2,024	573	142	715	12,192	-
Bronx CC	5,420	74	687	761	794	89	883	3,775	-
Guttman CC	689	81	35	116	287	4	291	89	193
Hostos CC	4,075	544	408	952	857	38	896	2,227	-
Kingsborough CC	5,078	173	1,083	1,256	830	166	996	2,826	-
LaGuardia CC	7,317	150	1,107	1,257	1,004	363	1,368	4,693	-
Queensborough CC	6,412	20	653	673	454	303	757	4,982	-
Community Colleges Total	43,922	1,763	5,276	7,039	4,801	1,106	5,907	30,784	193
University Total	133,085	4,881	23,958	28,839	11,522	9,913	21,435	60,576	22,234

¹ Includes FY2020 refunds for tuition and for the use of ACE, IFR, Technology Fee and Non Tax-Levy funds for COVID-related expenditures, as well as refunds to the capital budget for student devices

² Includes FY2021 allocation of funds for uses other than tax-levy expenses incurred in Q1-Q3, as reported by the colleges. These uses include categories listed in ¹