Full Stewardship Conversation schedule can be found at:
uvu.edu/pba/current

2024-2025 Stewardship Conversations

Tuesday, October 29 2:00 PM – 4:00 PM	PBA Introduction	2:00 PM – 2:20 PM
	Office of the President & OGC	2:20 PM – 2:50 PM
	Break	2:50 PM – 3:00 PM
	University Marketing & Communication	3:00 PM – 3:30 PM
	Finance & Auxiliary Services	3:30 PM - 4:00 PM
Wednesday, October 30 3:00 PM – 5:00 PM	Welcome	3:00 PM – 3:05 PM
	Student Affairs	3:05 PM – 3:35 PM
	Digital Transformation	3:35 PM – 4:05 PM
	Break	4:05 PM – 4:15 PM
	Administration & Strategic Relations	4:15 PM – 4:45 PM
	Hold for back up time	4:45 PM – 5:00 PM
Tuesday, November 5 1:30 PM – 3:30 PM	Academic Affairs	1:30 PM – 3:30 PM
Wednesday, November 6 2:00 PM – 5:00 PM	Academic Affairs	2:00 PM – 4:00 PM
	Institutional Advancement	4:00 PM – 4:30 PM
	People & Culture	4:30 PM – 5:00 PM
Tuesday, November 19 2:00 PM – 4:00 PM	Post Conversations	2:00 PM – 3:00 PM
	Hold for back up time	3:00 PM – 4:00 PM

Conversations will not be recorded. PPTs will be uploaded after presentations to:

uvu.edu/pba/current

Stewardship Conversation Presentations

- 24-25 PBA Introduction
- 24-25 Office of the President
- 24-25 Office of General Council
- 24-25 University Marketing and Communications
- 24-25 Finance and Auxiliary Services
- 24-25 Student Affairs
- 24-25 Digital Transformation
- 24-25 Administration and Strategic Relations
- 24-25 Academic Affairs
- 24-25 Institutional Advancement
- 24-25 People and Culture | PACE
- 24-25 Post Conversations

FUNDING SOURCES

SOURCE

State Appropriations ➡️ Slightly down, probably enough for moderate compensation increase.

Tuition Increase ➡️ Flat, maybe a compensation increase?

Performance Funding — Timely Completion - $868,600.

Enrollment Growth — If funded, chances are good for earning a portion

LEGISLATIVE FOCUS

- This year, the legislature is focusing on higher education expenditures in the state.

- Up to 10% reallocation.

- There are two areas of focus:
  - The increase in administrative expenditures over the past decade – 58% at UVU.
  - Academic programs that are:
    - Under-enrolled
    - Not high yield

- Reallocation to workforce-oriented programs or research (R1s)

PLANNING, BUDGET, AND ASSESSMENT PROCESS

STEP 1: UNIT DESCRIPTION
(For Schools/Colleges)

For example, provide a summary of the following information for the school/college:

- Enrollments for the school/college and departments
- Cost per full-time equivalent for the school/college and departments
- Completion rates (i.e., awards made within one-and-a-half time, such as 1.5 years for a one-year certificate, 6-years for a bachelor's degree)
- Major shifts in course enrollments
- High-value awards for the school/college and departments
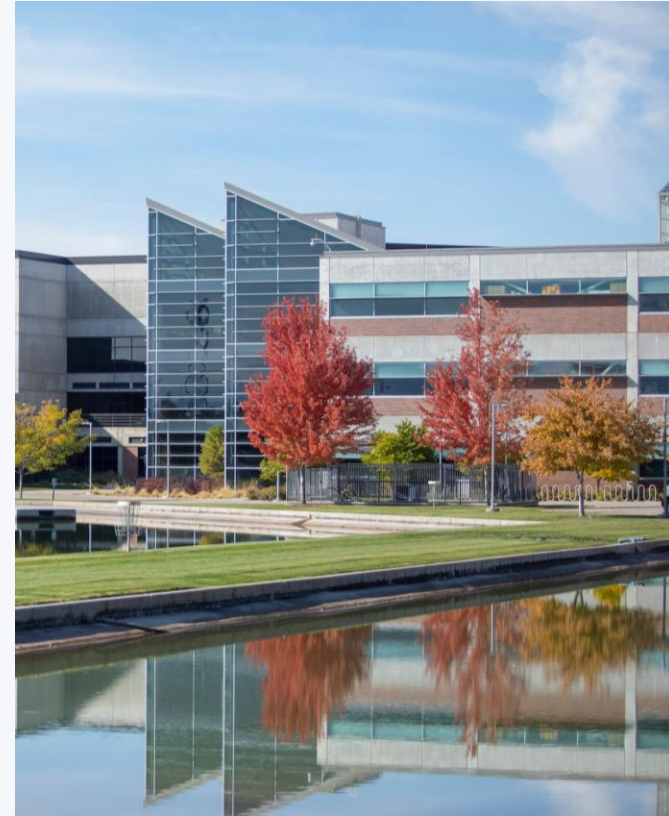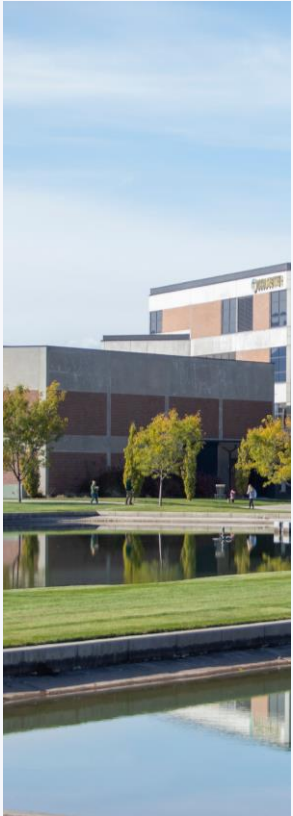
Stewardship Conversation Outline for Colleges and Schools

Rasha Qudisat and Laurie Sharp have sent Divisional Assessment Reports.

PBA Allocations Summary: https://tableau.uvu.edu/#/views/ResourceAllocations/Summary?:iid=1

Additional CQE data is available for you to utilize at CQE|(uvu.edu).

Smith College of Engineering and Technology

Enrollment
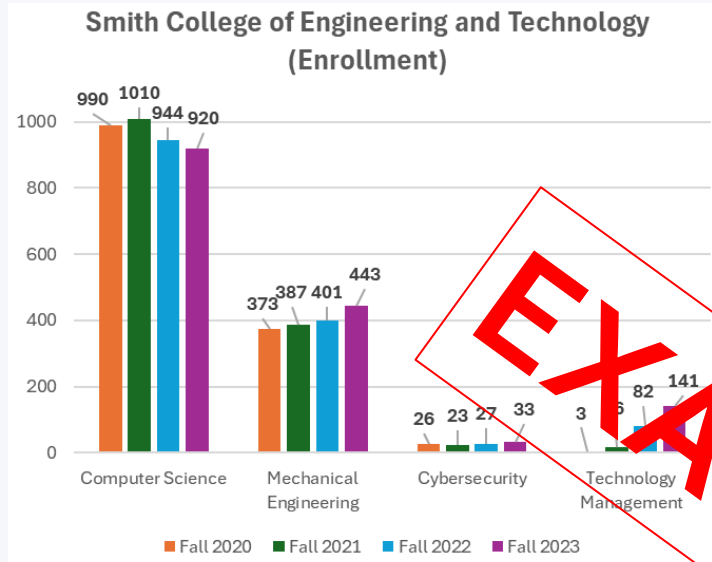
Completion
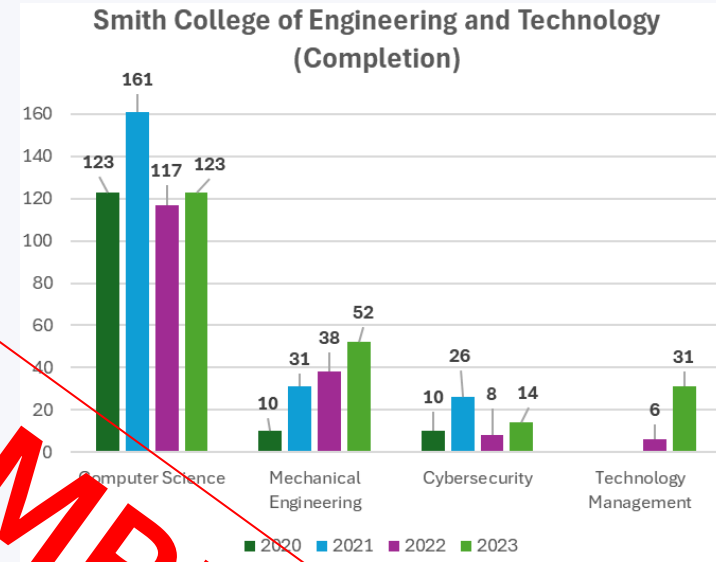
	Net Revenue	Instructional Cost	Total Contribution
Computer Science (Associate)	$553,622	$196,725	$356,897
Computer Science (Bachelor's)	$14,688,404	$6,037,579	$8,650,826
Computer Science (Master's)	$405,625	$341,063	$64,562
Cybersecurity (Grad. Certificate)	$7,494	$8,896	-$1,402
Cybersecurity (Master's)	$466,513	$364,252	$102,261
Engineering & Technology Management (Master's)	$295,728	$155,913	$139,815
Mechanical Engineering (Bachelor's)	$6,862,780	$3,753,218	$3,109,562
Technology Management - Online (Bachelor's)	$388,674	$176,533	$212,141
Technology Management (Bachelor's)	$1,926,824	$1,153,377	$773,447

STEP 1: UNIT DESCRIPTION
(For Administrative Units/Divisions)

For example, provide a summary of the following information for the administrative unit/division:

- Employee Information: Number of employees by employee classification (i.e., full-time exempt, full-time classified, part-time hourly, part-time student workers), etc. FTE and employee counts can be provided by the Budget Office.
- Operational Information: Revenue generated, operating expenses, etc.
- Metrics to Measure Success: Identify measures that the Administrative Unit/Division measures its success by. Similar to "CQE" metrics for Academic Affairs.
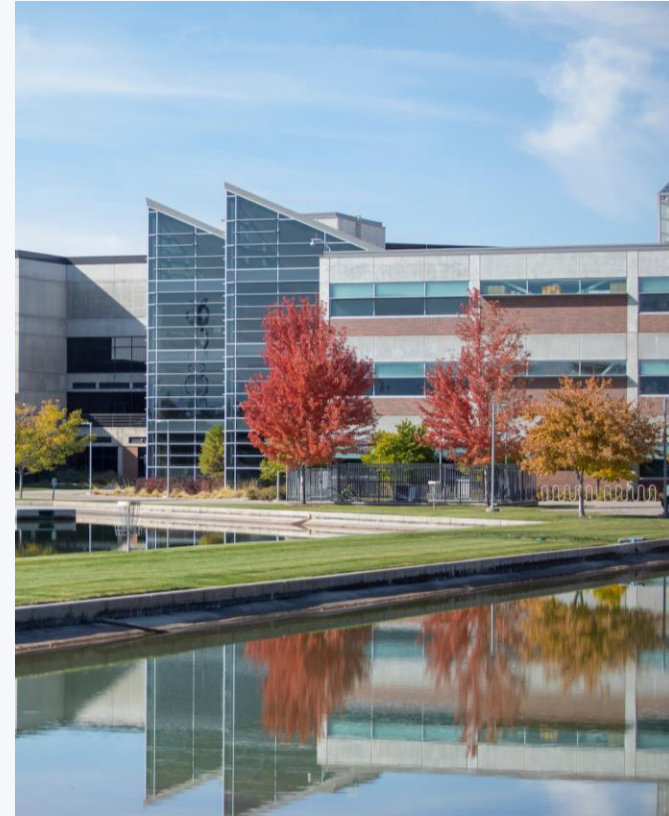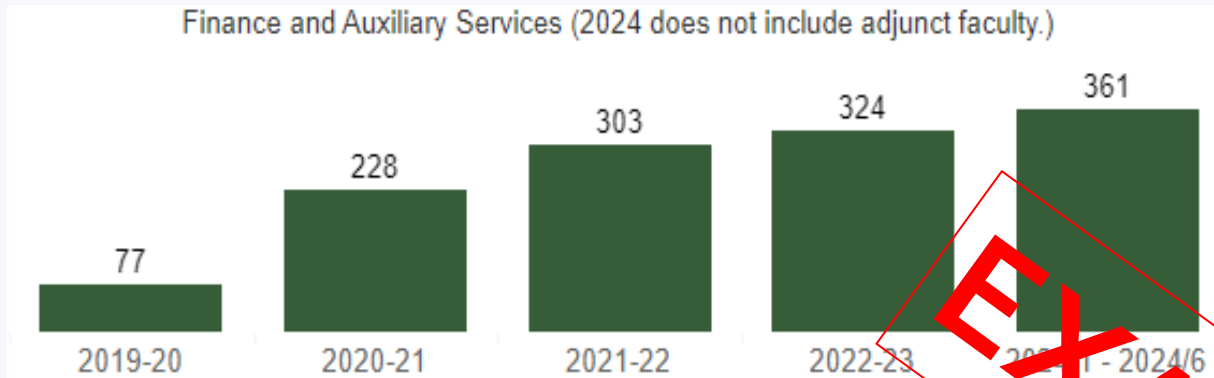
STEP 2: PREVIOUS BUDGET ASSESSMENT RESULTS

Share the outcomes of prior budget requests, with an Allocations vs Expenses report.

Finance and Auxiliary Services

Employees

Finance and Auxiliary Services (2024 does not include adjunct faculty.)

Year	Count
2019-20	77
2020-21	228
2021-22	303
2022-23	324
2024/1 - 2024/6	361

Employee Type (2024/1 - 2024/6)
Finance and Auxiliary Services (2024 does not include adjunct faculty.)
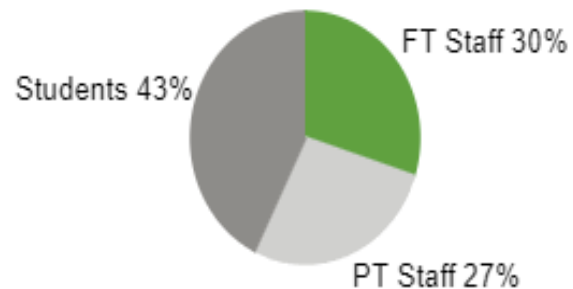
- FT Staff 30%
- PT Staff 27%
- Students 43%

Metrics of Success

- Dining Services made operational and pricing adjustments and ended the year with positive net income.

- Campus Store's gross revenue grew by $110,000 but the net income deficit grew ($224,358.86) due to a decrease in computer sales and the launch of new product lines and branding and marketing initiatives not anticipated at the time of goal setting.

- Better organization of the warehouse. More efficient processes and inventory.

- FCRs continue to help schools/colleges and divisions to better understand their financial position and plan more effectively. The reporting system will go live this fall.

Finances and Auxiliary Services

Resource Allocation
PBA Cycles 23, 24, and 25
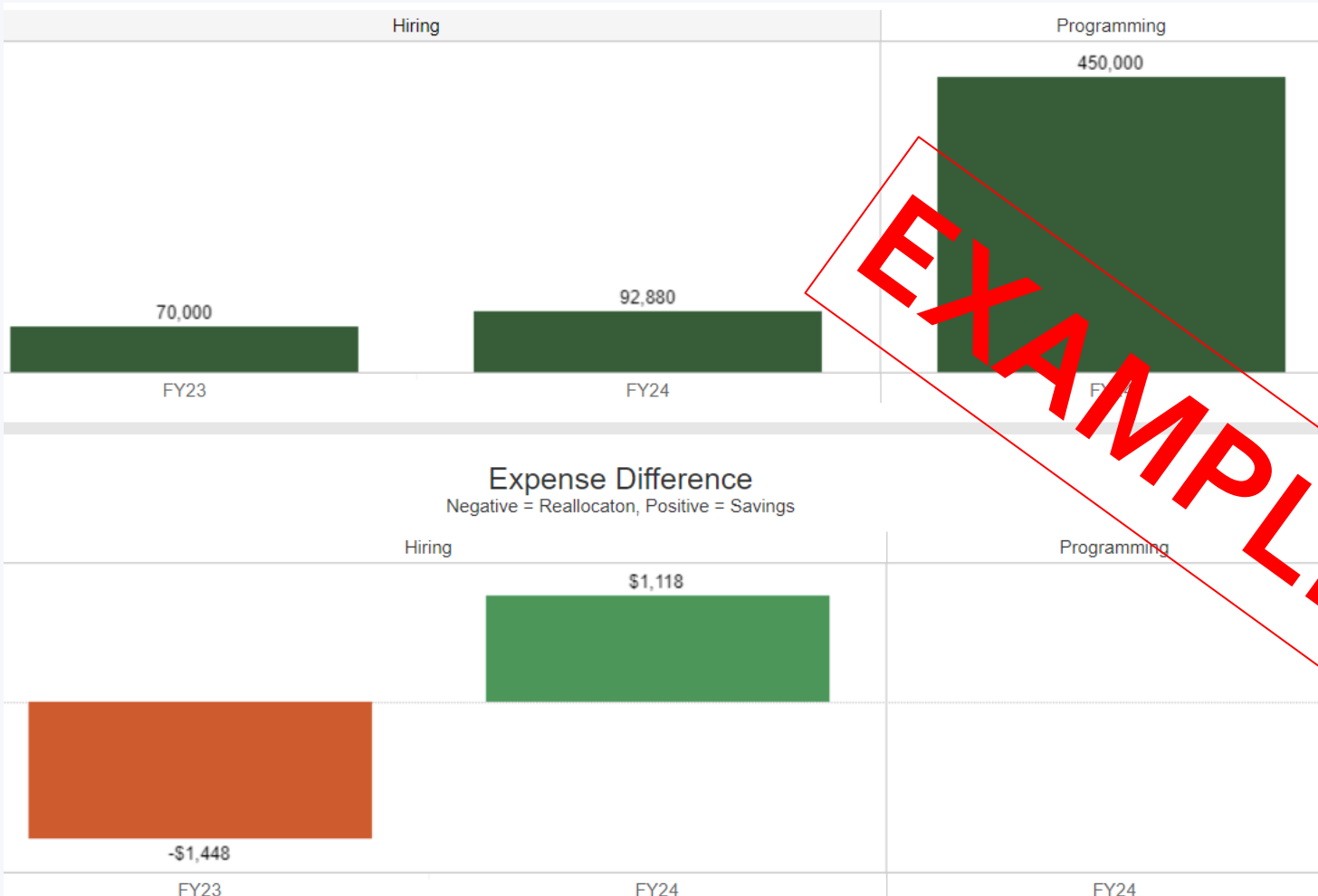
Budgeting, Analysis, & Reporting Software (BARS) Solution

In process, expected to be spent in full in FY25

GRAMA/Budget Office Support

Allows for timely response to GRAMA requests and returns EA time commitment to original responsibilities.
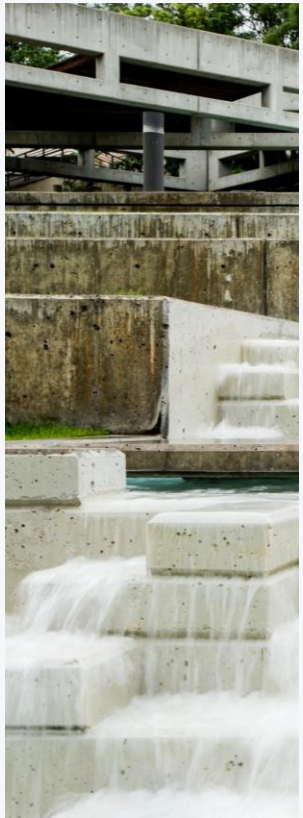
STEP 3: YEAR 2023-2024 ASSESSMENT RESULTS

This information will draw from the **Unit Assessment** sent out by:

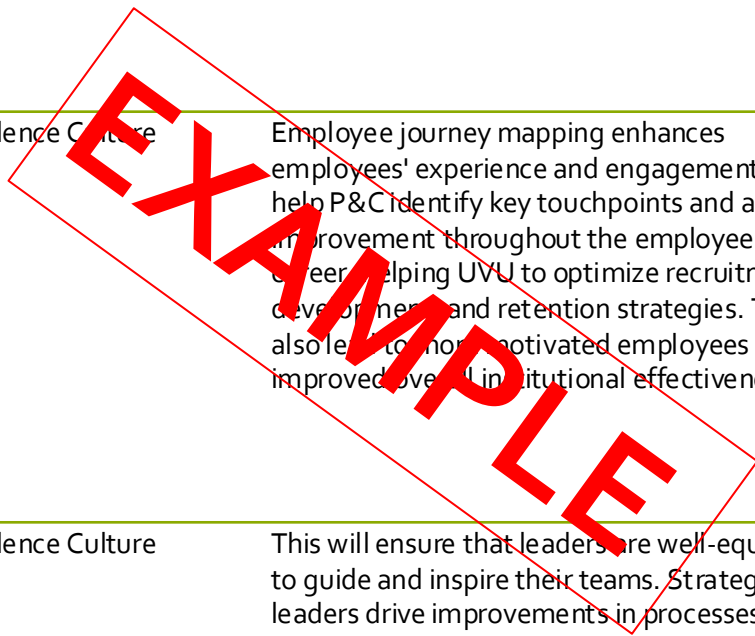Academic Programs and Assessment
(for Academic Units)

-or-

Institutional Engagement and Effectiveness
(for Administrative Units)

People and Culture

Goals	Institutional Priority	Link from goal to priority (Rational)	Assessment
Promote and Develop Leadership Excellence through succession planning, peer mentoring, and increased awareness, knowledge, skills, and application.	Excellence Culture	Developing leadership excellence will ensure a pipeline of capable leaders, maintain healthy employee retention, increase job satisfaction, and ultimately enhance performance and efficiencies.	Fair representation of executive applicants are internal UVU employees.
			Percent of executive hires from within UVU.
			Percentage of executive succession plans with possible successors.
			Employee retention rate
Provide an Exceptional Employee Experience through employee journey mapping, project-based learning, and equitable pay.	Excellence Culture	Employee journey mapping enhances employees' experience and engagement. It will help P&C identify key touchpoints and areas for improvement throughout the employee's career, helping UVU to optimize recruitment, development, and retention strategies. This will also lead to more motivated employees and improved overall institutional effectiveness.	Administer the campus climate survey every two years (baseline is 2024).
			Job satisfaction (Campus Climate)
			Percent of employees' utilization of professional development resources through P&C.
			Percent of employees certified in any professional development opportunity through P&C.
			Tracking process of equitable pay.
Continue to build a culture that fosters strategic leaders, improves performance development, and increases employee engagement.	Excellence Culture	This will ensure that leaders are well-equipped to guide and inspire their teams. Strategic leaders drive improvements in processes and outcomes, creating a more efficient and responsive environment. This culture encourages continuous development and holds individuals accountable, leading to higher standards of care and more reliable, ethical practices within UVU.	New policy finalized and implemented.
			AwardCo system launched for the university to use.
			Ensure executives have a culture goal regarding the Campus Climate Survey they are working on in their areas.

School and Colleges – CET

Goals	Objectives	Assessment
Provide faculty resources, support, and development to enhance their ability to meet the needs of their students and positively contribute to the culture of our college.	* Acquire agreed upon and approved RTP criteria for each department. * Provide each probationary faculty member with a qualified faculty mentor to ensure they understand the desired college culture and their responsibilities. * Ensure each faculty member receives an honest and constructive annual review and timely performance feedback throughout the year. * Help faculty members understand and achieve the college's vision, strategies, and desired culture.	* Percentage of faculty in good standing (target 90% or higher) * Number of faculty at each academic rank * RTP success rate for midterm, tenure, and rank advancement (target 100% for midterm and tenure, 90% for rank advancement) * Percentage of agreed upon and approved departmental RTP criteria (target 100%) * Percentage of faculty receiving a quality annual review by December (target 100%)
Enhance Smith College of Engineering and Technology programs to increase student completion and success.	* Determine program alignment with the needs of industry. * Provide needed credentials. * Provide stackable credentials when possible. * Ensure appropriate programs are accredited. * Monitor and review student retention and completion statistics and address areas of potential concern.	* Number of programs meeting minimum enrollment expectations * Projected employment opportunities and salary in Utah and surrounding areas for each discipline * Number and quality of successfully completed student projects * Percentage of achieved program and course learning outcomes (target 100%) * Number and level of industry-relevant credentials obtained by students * Percentage of students retained term over term (may vary by department but overall target 70% for freshmen which is the national average) * Percentage of student completions (target 45% or higher six-year graduation rate for all degree types combined) * Percentage of appropriately accredited programs (target 100%) * Program cost to the institution and students inclusive of all academic expenses
Finalize funding for the CET building, fund essential laboratory equipment, and acquire funding for engaged learning and project-based academic activities.	* Raise funds through the naming of various areas of our new building. * Raise funds and seek donations for equipment. * Seek funding for high-visibility student projects and activities.	* Remaining balance of funds needed to complete the CET building (target $7.5 million) * Amount and recurrence of cash donations received by department * Amount and recurrence of donations in kind received by department * Number of funded student projects and activities * Productive results of funded student projects and activities * Number of industry contacts appropriately utilized by the college and departments

STEP 4: BUDGET REQUEST

For each budget request your unit has made, provide:

- Requested Initiative
- Relevance (problems to be addressed)
- Expected Outcomes
- Assessment Method (or tools)
- Budget request sources; previous reallocation efforts (where applicable)
- Expected timeline of implementation.

Budget requests must have been entered to the online system by October 22nd, 2024.

UP NEXT:

Tuesday, October 29
2:00 PM – 4:00 PM

	PBA Introduction	2:00 PM – 2:20 PM
	Office of the President & OGC	2:20 PM – 2:50 PM
	Break	2:50 PM – 3:00 PM
	University Marketing & Communication	3:00 PM – 3:30 PM
	Finance & Auxiliary Services	3:30 PM - 4:00 PM

UVU

FINANCE & AUXILIARY SERVICES

Send any feedback on conversations to
veronica.augustine@uvu.edu