

State of California  
**Memorandum**

**CAL POLY**

San Luis Obispo

**To:** College of Science and Mathematics  
College Based Fee Committee

**Date:** June 1, 2010

**File No.:**

**Copies:**

**From:** Philip S. Bailey, Dean  
College of Science and Mathematics

**Subject:** Distribution of College-Based Fee Revenues for 2010-11  
College of Science and Mathematics

This memo conveys my decisions for distribution of College Based Fee revenues for 2010-11. I want to extend my appreciation to the Student Advisory Committee to the Dean on Budget, College Based Fees and Related Matters as well as the students and members of the faculty and staff who composed the department College-Based Fee Committees. Thanks also to the College of Science and Mathematics Student Council for monitoring the process. The College-Based Fee has encouraged a partnership and engagement among our students, faculty, and staff in advancing our college, departments, and programs and securing our future. Again, thanks to all involved.

The original proposal for the College-Based Fee, overwhelmingly approved by College of Science and Mathematics students in March, 2002, stated the following priority needs for support:

- Instrumentation and Equipment.
- Faculty Recruitment and Development
- Student Research
- Access to Classes

Since this time, almost 13 million dollars has been distributed to the departments and School of Education in our College for these general purposes. This has made a huge difference in everything we do and is particularly visible in the quality of our student-faculty research programs and the equipment we have in our laboratories.

Distribution of fee revenues is based on need, nature and quality of proposal, and student headcount by department. The ultimate goal is for each department or school, over time and regardless of size, to achieve a clearly recognizable level of distinction because of the College-Based Fee.

## Projected College-Based Fee Revenues for 2010-11

During 2009-10, the College of Science and Mathematics anticipates receiving \$2 million in College Based Fees. As a result of budget cuts to the California State University, enrollment of in-state students is being cut by 10% for 2010-11. In turn, I am projecting our fee revenues at 10% less for 2010-11.

**2010-11 Projected Revenues: \$1,800,000**

### Summary of Proposals

Proposals from the departments are shown in the following table. All units were aware of the probable budget reductions projected for 2010-11 and that the probable need for College Based Fee would be for classes. Some departments submitted full proposal despite the grim budget outlook while others submitted minimum requests.

<u>CSM CBF 2010-11 Proposals</u>	<u>Requested</u>
Biological Sciences Department:	\$100,000
Department of Chemistry and Biochemistry:	\$172,000
Kinesiology Department:	\$161,000
Liberal Studies Department	\$290,000
Mathematics Department:	\$150,000
Physics Department:	\$200,000
Statistics Department:	\$ 14,000
School of Education	\$ 16,000
<b>Total:</b>	<b>\$1,103,000</b>

### CSM CBF 2010-11 Allocations

The allocations below are subject to change depending on changes in the California economy and budget of the California State University. If further deterioration is experienced, whatever is left of the following funds (that are largely focused on student research) might be redirected for access to classes. If a miraculous recovery occurs, we will allow departments to revise proposals and distribute College Based Fee in proportions more consistent with the original purposes. These allocations were made to allow departments to fund summer projects in student-faculty research and other priorities during the year.

#### **ALLOCATIONS OTHER THAN FOR ACCESS TO CLASSES**

Biological Sciences Department:	\$ 70,000
Department of Chemistry and Biochemistry:	\$ 60,000
Kinesiology Department:	\$ 93,000
Liberal Studies Department:	\$ 15,000
Mathematics Department:	\$ 55,000
Physics Department:	\$ 60,000
Statistics Department:	\$ 15,000
School of Education	\$ 15,000

**Sub-Total: \$ 383,000**

**Approximate Funds for Access to Classes: \$1,417,000**

This CBF resource will be combined with regular state money available for Lecturers to fund classes and laboratories. Department chairs have presented their Lecturer projections and the total funds will be distributed to accommodate the priority needs of students in obtaining needed classes and progressing to degrees. All requests including those in CBF proposals have been included.

**Total \$1,800,000**

## Considerations in Expenditure of Fee Revenues

- 1. Departmental Autonomy:** The departments will receive a dollar allocation and are authorized to spend it consistent with the intent of their proposals. They can re-prioritize or change aspects of the proposal with appropriate internal consultation.
- 2. Appropriate Consultation:** Each department should determine the extent of consultation required in implementation of the proposal. I would assume that minor deviations will be allowed the department chair without consultation, but major deviations, such as substitution of an expensive piece of equipment for another or a major change in priorities, will be subject to consultation with the department College-Based Fee committee. Complete departure from a proposed program should be discussed with the dean who may consult with the College Student Advisory Committee.
- 3. Immediate but Phased Expenditures:** It is important that students recognize benefits of the College Based Fee as soon as possible each year.
- 4. Expenditures to Benefit College of Science and Mathematics Majors:** The College-Based Fee is paid by and should primarily benefit students majoring in the College of Science and Mathematics. Because of the nature of the College, this is not completely possible but it is important that the departmental expenditures be directed for maximum benefit to our majors.
- 5. Efficiency and Value in All Expenditures:** In both our college-based fee revenues and our state budget, we should strive to achieve value and efficiency in our expenditures.

## 2010-11 College- Based Fee Procedures and Timetables

- **Summer 2010**
  - Tuesday, June 1: 2010-11 College-Based Fee allocations finalized.
- **Fall 2011:**
  - Early in fall quarter, formation of the College Student Advisory Committee. Before the end of fall quarter, training and education of the Committee on budget, resources, enrollment and other related matters pertaining to the CSU, Cal Poly, and the College of Science and Mathematics.
  - Begin forming department and school College Based Fee Committees.
- **Winter 2011:**
  - Department and school committees consult with students, faculty, and staff about needs and priorities for use of College Based Fee revenues in 2011-12. Proposal development.
- **Spring 2011:**
  - Monday, May 2: Department and School CBF proposals due to the dean's office as well as names of student representatives who will present the proposals.
  - Tuesday, May 10: College Advisory and CBF Committee meets. Departments and schools present proposals. Dean consults with College Committee, department/school presenters and faculty advisors.
  - Tuesday, May 17 or 24 (Probable): Dean presents proposal for distribution of CBF revenues to the College CBF Committee.
  - Tuesday, May 31: 2011-12 CBF allocations finalized.

**Final Notes:** The \$380K allocations placed the CSM 2010-11 budget into a similar deficit which I think we can manage. I appreciate the student advisory group's support of taking the risk. We would hate to not support summer research and then find we could have done it in September. On the other hand, if we get additional budget cuts, this will add to the challenge.