



**UNIVERSITY OF GUAM
UNIBETSEDAT GUÅHAN
BOARD OF REGENTS**

RESOLUTION NO. 18-05

RELATIVE TO APPROVING THE FY2019-2020 GENERAL OPERATIONS BUDGETS

WHEREAS, the University of Guam (UOG) is the primary U.S. Land Grant institution accredited by the Western Association of Schools and Colleges Senior College and University Commission (WSCUC) serving the post-secondary needs of the people of Guam and the region; and

WHEREAS, the governance of the University is vested in the Board of Regents which is responsible for approving, adopting and submitting an annual budget to *I Liheslaturan Guahan*; and

WHEREAS, the University received recommendations on areas of resource needs from the University Planning and Budget Advisory Committee (UPBAC) with representation from the Faculty Senate, Deans Council, Administrative Council, Faculty Union, Staff Council, and Student Government Association; and

WHEREAS, the University has demonstrated commitment to a stable, balanced budget in an atmosphere of declining resources related to the problems facing the economies of the island and the region; and

WHEREAS, the University has agreed upon the goals articulated in its strategic plan and focused its revenues and spending upon the highest priorities within its mission; and

WHEREAS, the University has implemented initiatives that enhance, realign and reshape the institution, strengthening its commitment to student learning, academic quality, institutional efficiency and effectiveness, revenue growth, and cost savings; and

WHEREAS, the University has developed consolidated budgets for FY2019-2020 focused on academic program quality, operational needs, critical vacancies, strategic growth and initiatives, and priorities associated with institutional compliance and safety issues, revenue generation, continuous improvement, and program and business support; and

WHEREAS, the University presents its FY2019-2020 budget requests identifying funding required for a base that is sufficiently balanced within funding levels to sustain academic quality and student learning including infrastructure support and continuing special appropriations (WERI, Hatchery, Soil Conservation); and

WHEREAS, for FY2019 the University request an appropriation of \$32.4M for general operations; and

WHEREAS, based upon an assessment of the priority needs of the University and upon the recommendations of UPBAC and the administration, the President recommends the attached

FY2019 General Operations Budget for Board approval and a preliminary FY2020 budget for planning purposes; and

WHEREAS, at their February meeting, the Budget, Finance, Investment & Audit (BFIA) Committee met to review the budgets and the capital outlay budget; and the President and the BFIA committee now recommend to the Board the attached FY2019 General Operations Budget for approval and a preliminary FY2020 budget for planning purposes.


NOW, THEREFORE BE IT RESOLVED, that the University of Guam FY2019 General Operations Budget (as attached) is hereby approved to be submitted to *I Mina'Trentai Kuattro Na Liheslaturan Guåhan* pursuant to law.

BE IT FURTHER RESOLVED, that in an effort to provide a basis for continuity of planning as consistent with best practices, the Board further submits a preliminary FY2020 budget to *I Mina'Trentai Kuattro Na Liheslaturan Guåhan*.

Adopted this 22nd day of February, 2018.


Elizabeth C. Gayle, Chairperson

ATTESTED:


Dr. Robert A. Underwood, Executive Secretary

FY 2019

A. General Operations Budget

	FY 2019	FY 2020
	Budget Projection	Budget Projection
SUMMARY OF GENERAL OPERATIONS BUDGET		
Revenues	50,072,659	50,861,046
Expenses	(50,072,659)	(50,861,046)
Balance	<u>0</u>	<u>(0)</u>

Revenues

Appropriation Request -General Fund	32,435,324	32,435,324
Tuition Fund Projected Net Revenue	15,650,704	16,517,722
Federal Matching Funds	1,586,631	1,508,000
PIP Net Revenue (transfer)	400,000	400,000
Total Revenues	<u>50,072,659</u>	<u>50,861,046</u>

Expenses

	FY 2019	FY 2020
Personnel Expenses		
Existing Personnel - filled	(33,892,808)	(34,909,592)
Current Vacant Positions	(2,916,085)	(2,653,638)
Salary Increments -2019	(250,000)	(250,000)
Annualized cost of FY18 increments	(561,918)	(600,000)
Other Personnel Cost	(656,000)	(656,000)
Subtotal Personnel Expenses	<u>(38,276,811)</u>	<u>(39,069,230)</u>
Operating (Non-personnel) Expenses		
Contracts	(3,960,375)	(3,960,375)
Supplies	(510,859)	(510,859)
Equipment	(197,509)	(197,509)
Accreditation	(35,000)	(35,000)
Miscellaneous	(82,059)	(78,028)
Utilities	(4,100,000)	(4,100,000)
Library Priorities - Capital	(282,000)	(282,000)
Capital Outlay repair & maint.	(500,000)	(600,000)
Subtotal Operating (Non-personnel) Expenses	<u>(9,667,802)</u>	<u>(9,763,771)</u>
RCUOG	(100,000)	-
Total General Operations Expenses	<u>(48,044,613)</u>	<u>(48,833,000)</u>
Non-Operating Expense		
Debt service	<u>(2,028,046)</u>	<u>(2,028,046)</u>
Balance	<u>0</u>	<u>0</u>

B. Special Appropriations (Continuing)

WERI - Guam Hydrologic Survey (GHS)	182,694	182,694
WERI - Guam Comprehensive Water Monitoring Prog (CW)	155,626	155,626
GADTC Hatchery	125,254	125,254
Total Special Appropriations (Continuing)	<u>463,574</u>	<u>463,574</u>

C. Capital Improvements Fund

Student Svs Ctr & Engineering Annex	1,158,283	1,158,283
Cont. Appropriation per §16132, Chapt. 16, Title 17 GCA	500,000	500,000

FY 2019 Approved Vacancies

34%

Vacant	Unit	Name	Title	Annual Salary	Benefits	Total Salary & Benefits
1	Pres	VACANT (Toves, Louise)	EXEC ASST TO THE PRES	85,062	29,314	114,376
1	OSP	VACANT (Patao, Jessiree)	WPS II	26,520	9,139	35,659
1	SVP	Limited Term Pool for Urgent Needs		100,000	34,462	134,462
1	SBPA	VACANT (Tretnoff, Angelina)	ADMIN OFFCR	33,911	11,686	45,597
1	SBPA	VACANT (Suez-Sales, Martha)	ASST PROF	45,218	15,583	60,801
1	SBPA	VACANT (Foma, Elizabeth)	ASST PROF	45,218	15,583	60,801
1	SBPA	VACANT	ASST PROF - MGMT	45,218	15,583	60,801
1	SBPA	VACANT	ASST PROF - PUBLIC ADMIN	45,218	15,583	60,801
1	SOE	VACANT (Sanchez, John)	DEAN, SOE	91,509	31,536	123,045
1	SOE	VACANT (Palomo, Anita)	PROG COORD I	33,911	11,686	45,597
1	SOE	VACANT (Nabobo-baba, Unaisi)	ASST PROF	45,218	15,583	60,801
1	SOE	VACANT (San Nicolas, Evangeline)	ASST PROF	45,218	15,583	60,801
1	SNHS	VACANT (Cabading, Luz)	ASST PROF	45,218	15,583	60,801
0.5	SNHS	VACANT (Wolford, Robert)	COMP TECH (UTAC)	-	-	-
1	SNHS	VACANT (Cruz, Karen)	INST	43,740	15,074	58,814
1	CLASS	VACANT (Camacho, Velma)	CUST SVC REP	26,520	9,139	35,659
1	CLASS	VACANT (Duenas, Kathleen)	PROG COORD III	45,014	15,513	60,527
1	CLASS	VACANT (Zafra, Verna)	INST	38,899	13,405	52,304
1	CNAS	VACANT (Ada, Anthony)	EXT ASSOC I	29,349	10,114	39,463
1	CNAS	VACANT	ASST PROF - Physics	45,218	15,583	60,801
1	CNAS	VACANT (Alianza, Glen)	AGR RES TECH	24,729	8,522	33,251
1	SENG	VACANT	ASST PROF	71,000	24,468	95,468
1	SENG	VACANT	ASST PROF	71,000	24,468	95,468
1	Marine Lab	VACANT (Calvo, Marceanne)	ADMIN ASST	33,911	11,686	45,597
1	MARC	VACANT (Pangelinan, Perry)	ASST PROF	45,218	15,583	60,801
1	MARC	VACANT	ASST PROF (CURATOR)	45,218	15,583	60,801
1	MARC	VACANT	ASST PROF (VISIT SCH)	45,218	15,583	60,801
1	EMSS	VACANT (Gunn, Michael)	DEAN, EMSS	87,518	30,160	117,678
1	EMSS - A&R	VACANT (Dirige, Janet)	PROG COORD III	45,014	15,513	60,527
1	EMSS - Counseling	VACANT	SEN STUD ACAD COUN	45,024	15,516	60,540
1	EMSS - FAO	VACANT	PROG COORD II (One Stop)	40,762	14,047	54,809
1	EMSS - FAO	VACANT (Pono, Nelia)	PROG COORD I	33,911	11,686	45,597
1	RFK	VACANT	LIB TECH II	26,520	9,139	35,659
1	RFK	VACANT	PROF	62,186	21,430	83,616
1	OIT	VACANT (Di Amore, Angelo)	JR NTRWK ENGINEER	40,762	14,047	54,809
1	OIT	VACANT (Pangelinan, Rosanna)	JR PRGMR ANALYST	40,762	14,047	54,809
1	OIT	VACANT (Nguyen, Luan)		83,038	28,616	111,654
1	OIT	VACANT (Farnum, Cody)	JR NTRWK ENGINEER	40,762	14,047	54,809
1	VPAF	VACANT	INTERNAL AUDITOR	73,544	25,345	98,889
1	COMPT	VACANT (Abonales, Rose)	ACCT II	40,762	14,047	54,809
1	Plant - Facilities	VACANT	ENGINEER III	45,014	15,513	60,527
1	Plant - Facilities	VACANT (Canlas, Adelaida)	BLDG CUST	17,769	6,124	23,893
1	Plant - Facilities	VACANT (Perdido, Steve)	GROUNDWS WKR	19,040	6,562	25,602
1	Plant - Facilities	VACANT (Villagomez, Allan)	GROUNDWS WKR	19,040	6,562	25,602
1	Plant - Facilities	VACANT (Lujan, Jesse)	BLDG MAINT SPVR	33,911	11,686	45,597
1	Plant - Facilities	VACANT	CAP PROJ MGR	71,000	24,468	95,468
1	HRO	VACANT	PERS SPEC IV	49,897	17,195.41	67,092
46.50				2,168,709	747,376	2,916,085

FY 2019 Capital Outlay Budget

Unit	Project Description	Budget Amount
Library	Collection Development: Books (Print & Non-Print)	50,000
Library	Collection Development: Databases	97,000
Library	Collection Development: Film/DVD's	5,000
Library	Collection Development: Journals/Subscriptions	45,000
MARC	Collection Development: Books (Print & Non-Print)	5,000
MARC	UOG Press Publication(s)	50,000
	Academic and Research Internet Utility Fund	30,000
		<hr/> <hr/> 282,000
Campus Wide	Campus Security Alert System	200,000
Campus Wide	AC Duct System Repair/Replacement	200,000
Campus Wide	Campus Wiring to CAT6 Phase 1	100,000
		<hr/> <hr/> 500,000



University of Guam
Information Technology Advisory Committee (Formerly UTAC)
FY 2019 Budget IT Priorities
GL UNIT: 720002

Initiative	FY 2018 - Amount		FY 2019 - Amount		Assumptions/Description
	General Ops	NAF Budgets	General Ops	NAF Budgets	
Web Services & Presence					
UOG Website - GuamWebz (to be CANCELLED in March 2018)	\$ 60,000	\$ -	\$ 15,000.00	\$ -	operational expense
UOG Website - OmniUpdate (NEW)	-	-	35,000	-	Operational Expense for Campus Web Content Management System (WCMS)
*IT Interface - CANCEL	60,000	-	-	-	TO BE REPLACED by high speed REN (below)
Mobile Apps Licensing, Support, and Web Design	-	-	15,000	-	
Web - IT Priority Services (Document Repository, Storage, etc.)	-	-	15,000	-	
Web and IMC Equipment Refresh	-	-	15,000	-	
Marketing/Digital Media Support	11,000	-	15,000	-	
	<u>131,000</u>	<u>-</u>	<u>110,000</u>	<u>-</u>	
ITRC Infrastructure & Information Security					
*Moodleroom Bandwidth (no longer necessary - CANCEL)	10,000	-	-	-	for OLL
*10Gb Research and Education Network (REN) lit fiber (NEW)	-	-	-	-	
CollegeNet On-Line Faculty Evaluation - WDYT	30,000	-	14,445	-	
IT Infrastructure	30,000	-	25,000	60,000	ITAC Priorities: Wireless Equipment Refresh, VoIP Pilot (IT NAF + \$30K EPSCoR)
Ellucian Colleague Enterprise Servers Refresh (NEW) - 1-TIME	-	-	50,000	50,000	ELLUCIAN Colleague servers update (IT NAF)
Internet2 Annual Membership Dues (NEW)	-	-	12,000	-	Priority Enterprise Membership for Res. & Educ. Network (REN) and EPSCoR
Anti-Virus and Information Security Software and Services	7,000	7,000	-	15,000	increased frequency of attacks & problems (IT NAF)
	<u>77,000</u>	<u>7,000</u>	<u>101,445</u>	<u>125,000</u>	
Decentralized IT Support in Academic Units					
Academic IT Support Staff (Personnel)	200,000	200,000	200,000	200,000	dedicated IT support staff match NAF up to \$35K each
	<u>200,000</u>	<u>200,000</u>	<u>200,000</u>	<u>200,000</u>	
Academic and Administrative Computing Priorities					
Civitas Triton Scheduler Web Tool (NEW)	-	-	10,000	-	<i>Former Description: Colleague for Academic & Business Processes</i>
CampusLogic Financial Aid System (NEW)	-	-	30,000	-	Civitas Grant pays \$20K-year1, \$10K-year2 , \$0-year3 (IT NAF)
Softdocs Upgrade to eRetrieve (NEW) - 1-TIME	-	-	50,000	20,000	G2G - Big Data and Paperless Initiative (IT NAF)
SoftDocs Annual Maintenance and Support	-	-	32,838	-	Document Imaging System and Repository
IT Capacity Development - CANCEL - replace with ITAC priorities	-	100,000	-	-	Colleague IT project
	-	<u>100,000</u>	<u>122,838</u>	<u>20,000</u>	
UOG Online / Distance Education					
DE Resource Support (REDUCE local - TADEO increased NAF fees)	136,220	-	10,000	-	<i>Up to 5,000 Additional Students Online by 2025</i>
	<u>136,220</u>	<u>-</u>	<u>10,000</u>	<u>-</u>	DE support team under TADEO, start up subsidy. Manpower support from existing faculty and staff.
Grand Total	\$ 544,220	\$ 307,000	\$ 544,283	\$ 345,000	
Contracts	344,220		344,283		
Personnel	200,000		200,000		
Total	<u>544,220</u>	FY 2018	<u>544,283</u>	FY 2019	

UNIVERSITY OF GUAM FY2019 Special Appropriations Fund Budget

Account Name: Guam Aquaculture Development and Training Center

Signature-Dept Head: Dr.. Lee S. Yudin

Account Number: _____

Quarterly Breakdown

Revenue (Please list sources)

		Oct-Dec	Jan-Mar	Apr-June	Jul-Sept
Special Appropriation funded by the Government of Guam	125,254				
	\$ 125,254	31,314	31,314	31,314	31,314

A. SALARIES AND BENEFITS

3 to 4 limited term employees	\$ 60,000	15,000	15,000	15,000	15,000
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B. OFF-ISLAND TRAVEL

Name & Position of Traveler	Total
N/A	

Justification / Notes: _____	Total FY17	\$ -	0	0	0	0
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C. CONTRACTUAL SERVICES

Item	Qty	Cost	Total
Maintenance contract			15,000
Deep water well removals			
Pump and blower repairs			
plumbing renovations			

Justification / Notes: _____	Total FY17	\$ 15,000	3,750	3,750	3,750	3,750
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D. SUPPLIES

Item	Qty	Cost	Total
Feed			28,729

Justification / Notes: _____	Total FY17	\$ 28,729	7,182	7,182	7,182	7,183
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E. EQUIPMENT: below \$5,000

Item	Qty	Cost	Total
Pumps and Blowers			9,000

Justification / Notes: _____	Total FY17	\$ 9,000	2,250	2,250	2,250	2,250
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F. MISCELLANEOUS Expense

Item	Qty	Cost	Total
N/A			-

Justification / Notes: _____	Total FY17	\$ -				
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G. CAPITAL OUTLAY: Cost over \$5,000 - Equipment and Vehicles, All Library Acquisitions, All Building Repairs & Renovations

Item	Qty	Cost	Total
Renovations of Fadian Hatchery facilities			

Justification / Notes: _____	Total FY17	\$ -				
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H. UTILITIES: Power, Water, Telephone

Item	Total
Power	-
Telephone	

	Total FY17	\$ -				
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I. Transfer for F & A Fees: 10%

	\$ 12,525	3,131	3,131	3,131	3,131
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Annual Surplus (Deficit)	\$ -	0	0	0	(1)
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UNIVERSITY OF GUAM FY2019 Special Appropriations Fund Budget

Account Name: WERI GUAM HYDROLOGIC MONITORING Signature-Dept Head: Dr. John Jenson

Account Number: 10-30-430003-R-5

Quarterly Breakdown			
Oct-Dec	Jan-Mar	Apr-June	Jul-Sept

Revenue (Please list sources)

		Oct-Dec	Jan-Mar	Apr-June	Jul-Sept
SPECIAL APPROPRIATION FUNDED BY THE GUAM LEGISLATURE	155,626				
	\$ 155,626	43,487	43,487	43,487	43,487

A. SALARIES AND BENEFITS

Please attach staffing pattern					
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B. OFF-ISLAND TRAVEL

Name & Position of Traveler	Total				
Justification / Notes:	Total FY19	\$ -			

C. CONTRACTUAL SERVICES

Item	Qty	Cost	Total				
CONTRACTUAL SERVICES FOR RESEARCH WITH US GEOLOGIC SURVEY			155,626				
Justification / Notes:	Total FY19	\$ 155,626		43,487	43,487	43,487	43,487

D. SUPPLIES

Item	Qty	Cost	Total				
Justification / Notes:	Total FY19	\$ -					

E. EQUIPMENT: below \$5,000

Item	Qty	Cost	Total				
Justification / Notes:	Total FY19	\$ -					

F. MISCELLANEOUS Expense

Item	Qty	Cost	Total				
Justification / Notes:	Total FY19	\$ -					

G. CAPITAL OUTLAY: Cost over \$5,000 - Equipment and Vehicles, All Library Acquisitions, All Building Repairs & Renovations

Item	Qty	Cost	Total				
Justification / Notes:	Total FY19	\$ -					

H. UTILITIES: Power, Water, Telephone

Item	Total				
Power					
Telephone					
	Total FY19	\$ -			

I. Transfer for F & A Fees (see guidelines for more information) N/A

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Annual Surplus (Deficit) \$ - 0 0 0 0

UNIVERSITY OF GUAM FY2019 Special Appropriations Fund Budget

Account Name: WERI GUAM HYDROLOGIC SURVEY

Signature-Dept Head: Dr. John Jenson

Account Number: 10-30-430002-R-5

Quarterly Breakdown

Revenue (Please list sources)

		Oct-Dec	Jan-Mar	Apr-June	Jul-Sept
SPECIAL APPROPRIATION FUNDED BY THE GUAM LEGISLATURE	182,694				
	\$ 182,694	45,674	45,674	45,674	45,674

A. SALARIES AND BENEFITS

FACULTY/RESEARCH ASSISTANT(S) SALARY AND FRINGE BENEFITS (Please attach staffing pattern)	\$ 105,000	26,250	26,250	26,250	26,250
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B. OFF-ISLAND TRAVEL

Name & Position of Traveler	Total				
none.					
Justification / Notes:	Total FY19	\$ -			

C. CONTRACTUAL SERVICES

Item	Qty	Cost	Total				
CONTRACTUAL SERVICES FOR RESEARCH			10,000				
Justification / Notes:	Total FY19	\$ 10,000	2,500	2,500	2,500	2,500	

D. SUPPLIES

Item	Qty	Cost	Total				
OFFICE SUPPLIES/OTHER SUPPLIES & MATERIALS			14,500				
Justification / Notes:	Total FY19	\$ 14,500	3,625	3,625	3,625	3,625	

E. EQUIPMENT: below \$5,000

Item	Qty	Cost	Total				
COMPUTER EQUIPMENT/SOFTWARE FOR GIS LABORATORY			7,780				
Justification / Notes:	Total FY19	\$ 7,780	1,945	1,945	1,945	1,945	

F. MISCELLANEOUS Expense

Item	Qty	Cost	Total				
TUITION & FEES FOR RESEARCH ASSISTANTS			12,000				
PRINTING			2,500				
POSTAGE/LONG DISTANCE/FAX			500				
Justification / Notes:	Total FY19	\$ 15,000	3,750	3,750	3,750	3,750	

G. CAPITAL OUTLAY: Cost over \$5,000 - Equipment and Vehicles, All Library Acquisitions, All Building Repairs & Renovations

Item	Qty	Cost	Total				
GHS LAB AND EQUIPMENT			12,145				
Justification / Notes:	Total FY19	\$ 12,145	3,036	3,036	3,036	3,036	

H. UTILITIES: Power, Water, Telephone

Item	Total				
Power	-				
Telephone					
Justification / Notes:	Total FY19	\$ -			

I. Transfer for F & A Fees: 10%

	\$ 18,269	5,105	5,105	5,105	5,105
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Annual Surplus (Deficit) \$ (0) 0 0 0 0