



THE UNIVERSITY *of*  
NEW MEXICO

*University Business Policies and  
Procedures (UBPP) – Policy 7000  
Fiscal Year End 2010*



*1889 to 2010---121 Years*

*Office of  
Planning, Budget  
and Analysis  
(OPBA)*



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## **Regents' Policy 7.20 Budgets and Fund Balances**

- **The Board of Regents has a fiduciary responsibility to ensure effective, efficient management of funding provided to the University to fulfill its mission of education, research and public service.**
- **Information aids in budget management by ensuring the best use of available funding for short-term and long-range planning.**



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## **Purpose and Components of UBPP 7000 Policy**

- **Report Ending Balances**
- **Report Deficit Balances**
- **Report Ending Balances as a percentage of the organization's expense budget**
- **Ensure Adequate Central Reserves (Undesignated Fund Balance)**
- **Report Fund Balance Categorizations**



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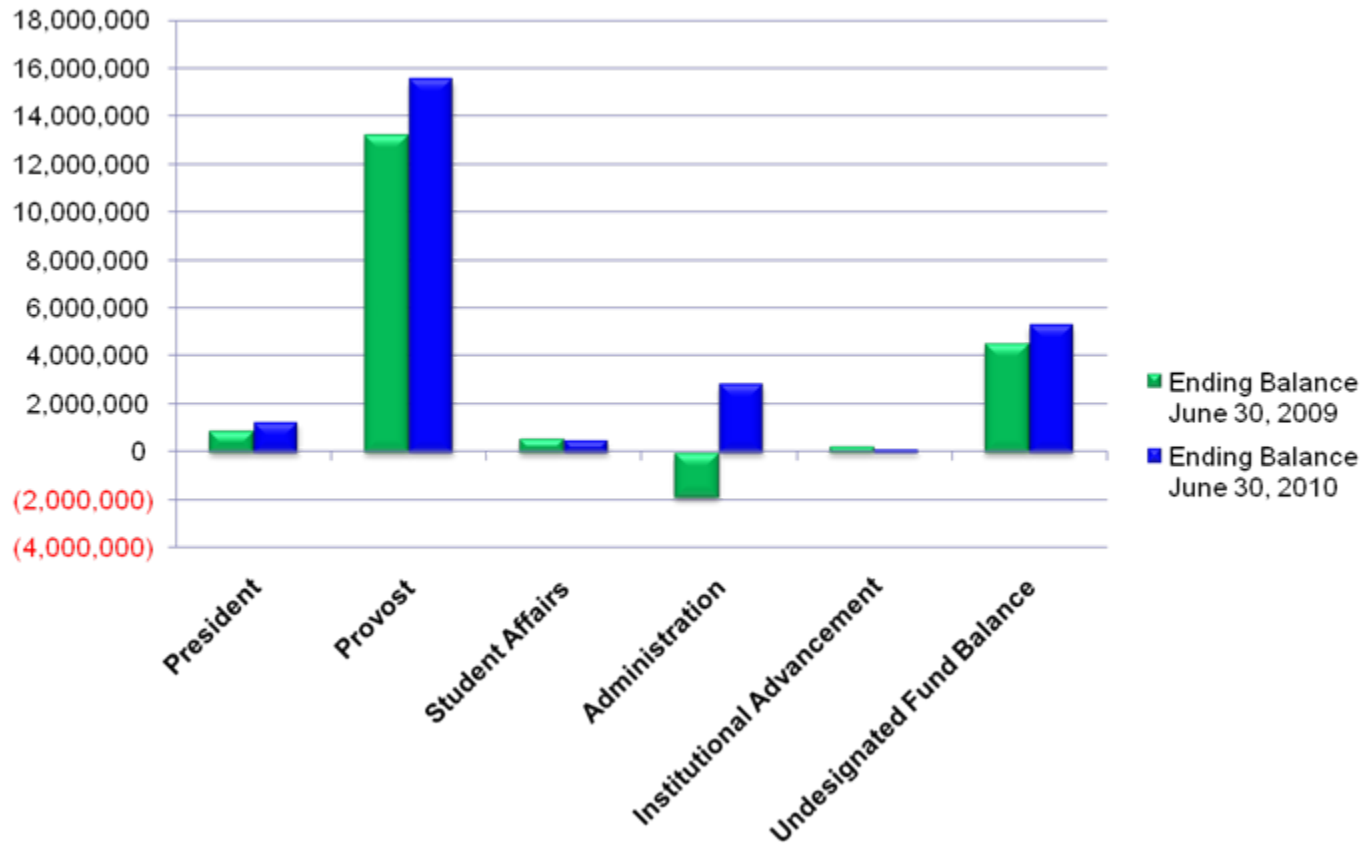
## **UBPP 7000 Policy Categorization Definitions**

- **Committed** - Formal written commitment has been made for the funds
  - Signed offer letters for start-up funds
  - Documented cost share requirements
  - Direct state appropriations for a special project, etc.
- **Dedicated** - Clear focused purpose with a documented description identifying the entity/individual making the dedication
  - F&A balance that has been dedicated by the dean to fund a lab renovation
  - A non-endowed gift amount that has been dedicated by the chair for faculty travel
  - Student-paid course fees that are being accumulated and dedicated by the dean to fund the purchase of equipment, etc.
- **Discretionary** - Remaining fund balance after accounting for all committed and dedicated funds



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## Main Campus I&G Balances by VP Unit





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**Budget Impact By VP Unit**  
**(Since Fiscal Year End June 30, 2010)**

<b>VP Unit</b>	<b>FY11 Pause &amp; Hold</b>	<b>FY11 Use of Balance</b>	<b>FY11 3.2% Rescission</b>	<b>Totals</b>
President	108,386	101,747	209,523	419,656
Provost and Student Affairs	1,519,256	1,570,016	4,410,341	7,499,613
EVP Administration	842,008	300,035	1,038,545	2,180,588
Advancement	30,350	28,203	35,591	94,144
<b>Total</b>	<b>2,500,000</b>	<b>2,000,000</b>	<b>5,694,000</b>	<b>10,194,000</b>



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## UBPP 7000 Policy--Main Campus--FYE 2010

### Summary of Current Unrestricted Deficits \$100,000 or More

College/Division	Ending Balance June 30, 2010	Change FY09 to FY10
Provost Monitoring	(595,994)	↓
UNM Press	(2,767,744)	↑
Continuing Education	(947,725)	↑
VP Research and Economic Development	(599,588)	↓
Athletics	(629,424)	↓
Financial Services Monitoring	(6,180,945)	↓
KNME	(234,133)	↓
Golf Course	(4,388,547)	↑
Public Events	(2,651,350)	↑
Printing Plant	(1,133,581)	-

↓ Overall deficit balance decreased    ↑ Overall deficit balance increased    - No Change



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## UBPP 7000 Policy--Main Campus--FYE 2010

### Summary of I&G Balances as a Percentage of Budget by VP Unit

VP Unit	Instruction and General Budget	Instruction and General Ending Balances	Balance as a % of Budget
President	6,461,319	1,276,593	19.76%
Provost	171,516,234	15,536,556	9.06%
Student Affairs	4,864,037	526,309	10.82%
EVP Administration	58,136,401	2,848,063	4.90%
Advancement	1,688,409	167,627	9.93%
<b>Total Designated</b>	242,666,400	20,355,148	8.39%
<b>Total Undesignated*</b>	46,112,263	5,317,416	11.53%
<b>Grand Total</b>	288,778,663	25,672,564	8.89%

\*Total Undesignated Includes: Fringe Benefits and Insurances



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## UBPP 7000 Policy--Main Campus--FYE 2010--Categorization of Fund Balances

Instruction and General				
VP Unit	Ending Balances	Committed	Dedicated	Discretionary
President	1,276,593	212,750	925,128	138,715
Provost	15,536,556	4,456,261	9,545,048	1,535,247
Student Affairs	526,309	83,268	382,290	60,751
Administration	2,848,063	155,762	2,627,899	64,402
Institutional Advancement	167,627	167,627	-	-
<b>Total Designated</b>	20,355,148	5,075,668	13,480,365	1,799,115
<b>Total Undesignated</b>	5,317,416	-	5,317,416	-
<b>Grand Total</b>	25,672,564	5,075,668	18,797,781	1,799,115



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## UBPP 7000 Policy--Main Campus--FYE 2010--Categorization of Fund Balances

Non-Instruction and General				
VP Unit	Ending Balances	Committed	Dedicated	Discretionary
President	757,635	142,333	555,444	59,858
Provost	38,649,104	8,814,768	26,436,696	3,397,640
Student Affairs	3,729,932	894,110	1,923,164	912,658
Administration	(13,485,039)	6,717,984	(10,262,258)	(9,940,765)
Institutional Advancement	1,032,911	-	1,032,911	-
Other HSC and Branches	553,200	561,309	(17,225)	9,116
<b>Total Designated</b>	<b>31,237,743</b>	<b>17,130,504</b>	<b>19,668,732</b>	<b>(5,561,493)</b>
<b>Total Undesignated</b>	<b>462,573</b>	<b>-</b>	<b>462,573</b>	<b>-</b>
<b>Grand Total</b>	<b>31,700,316</b>	<b>17,130,504</b>	<b>20,131,305</b>	<b>(5,561,493)</b>



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## Examples of ***Committed*** Fund Balances

- \$529K Chair Packages
- \$488K Cost Share
- \$1.9M Faculty Startup
- \$7.1M Existing Purchase Orders

## Examples of ***Dedicated*** Fund Balances

- \$659K Course Fees
- \$16.3M Donor Designated
- 1.7M Part-Time Instruction
- \$4.7M Rescission Set Aside



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## Questions

