

General Meeting Minutes

Thursday, November 17, 2022 | 8:30-10:30 A.M. | Hybrid Meeting – North Paseo (NPB) 1.412/Zoom

8:30 a.m. Meeting Called to Order

- Present: Amanda Perez, Amy Fritz, Angel Espinoza, Anna Boyer-Chadwick, Brandy Garcia, Cindy Orth, Clarisa De La Fuente, Damaris Ibarra, Demetrius Johnson, Destiny Jones, Dominick Morales, Estefania Casper, Jaime Fernandez, Jake Erney, Jenny Stokes, Jessica Vela, Julie Fisher, Justin Marmolejo, Matt Keneson, Melissa Blanton, Nnenna Ikwuagwu, Olamiposi Kolajo, Olinda Ongay, Robert Ripley, Sapna Naik, Sara Cliffe, Sharon Martinez, Ty Middleton, Vero Salazar, Victoria Downing, Wanda Guntz, Xavier Loreda, Yasmin Codina
- Excused: Lisa Alonzo, Matthew Fey, Sara Tate
- Unexcused: Diana Lomas, Drew Vincent, Norma Van Winkle, Xavier Santos

8:35 a.m. Motion to vote on Staff Senate Minutes 7.28.2022 and 10.20.2022 – Jake Erney, Parliamentarian

- July minutes vote: Seconded by Amanda Perez. 4 in person approved, 13 online approved, 0 disapproved. Passed.
- October minutes vote: Seconded by Amanda Perez. 8 in person approve, 19 online approved. Passed.

8:40 a.m. University Service Updates

- **Enriching Campus Wellbeing Steering Committee** – Victoria Downing
 - No updates
- **Faculty Senate** – Justin Marmolejo
 - Faculty Senate's updated mission statement to "Faculty Senate is a representative body that cultivates shared governance to advance UTSA's mission."
 - J. Shaw, Interim VP of Research, discussed post-award process for research awards
- **Hispanic Thriving Initiative** – Amanda Perez
 - Discussed new grants received at UTSA. New grants have opened with the Seal of Excelencia and other designations. There was a question about if there was a database for received grants at UTSA.
- **Homecoming Committee** – Jessica Vela
 - Not currently meeting. Will close on this committee for the year.
- **HOP Committee** – Jaime Fernandez
 - Faculty HOP policies (HOP 2.07, HOP 2.25, which Jaime abstained on)
- **Inclusive Excellence Advisory Board** – Damaris Ibarra
 - Campus Climate Survey every 4 years or so. The next one's date has not been established yet.
- **Parking & Traffic Committee** – Estefania Casper, Wanda Guntz, Clarisa De La Fuente
 - No updates
- **Public Safety Advisory Committee** – Wanda Guntz
 - REACT Team – they do safety assessments (even at home) and you can contact them
 - UTSA Guards are now under Access Control, not the Public Safety Team (reorganization)
- **University Leadership Council** – Damaris Ibarra

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- [Strategic Plan](#)
- President sent out an email this week about the Strategic Plan Refresh, including about the upcoming Town Hall.
- [Strategic Plan Refresh Town Hall November 28th, 3 pm.](#)
 - Hybrid: BVB and livestreamed online (at the link above)
 - Purpose: Will kick off several presentations that we will receive within our divisions and departments starting in January. Veronica Salazar, VPBA, will be coming into our December Staff Senate meeting. We will have a better understanding about our role and how the plan is advocating for us.
- **University Scholarships Committee** – Damaris Ibarra & Diana Lomas
 - No updates
- **Sustainability Council** – Jake Erney
 - No updates

9:00 a.m. FY22 Financial Results – Sheri Hardison, Sr. Assoc. VP for Financial Affairs & Deputy CFO, and Greg Yturralde, Assistant VP for Financial Affairs and Controller

- Annual Financial Report (AFR) highlights overall financial health at a point in time, as of August 31, 2022.
- Revenue went up \$10M, but our expenses went up even more (\$612M to \$703M); Endowment went down.
- Operating surplus, due to specific items that are not recurring. Specifically, auxiliary revenues (e.g., housing) came in higher than budgeted by \$8M; \$20M Klesse gift and \$4M growth in other operating gifts; \$13M HEERF Reimbursement was related to expenses from past items and future capital items for which expenses will hit later.
- Our net position, or fund balance, grew by about \$46M.
- FY22 financial effect due to COVID. Some auxiliaries have rebounded. Housing, Food, and Parking were heavily affected by not having a lot of people on campus. FY21 was the worst. FY22 shows rebounding for housing and food; Parking is coming back slower and taking longer to adjust as many of us are working from home.
- HEERF Awards = \$176.4M. As of August 31, 2022, we've spent \$155.7M, 63% which was spent on direct payments to students, including discharged debt. The remainder was spent on pandemic management, tech upgrades, lost revenue, and other expenses.
- In July 2022, UTSA acquired Southwest School of Art, which is now the UTSA Southwest Campus
- San Pedro I is opening in January 2023, which will be home to School of Data Science and National Security Collaboration Center.
- The permanent university fund is based in land (made UT's endowment the highest in the country), and funded San Pedro I.
- Fundraising was \$31M gifts, which included \$20M for Klesse, and other large gifts.
- Investment portfolio: The balance is down, but suffered less due to diversified investment strategy.
- There were significant changes to accounting rules (GASB 87) for leases

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- Tuition exemptions, including Hazelwood. Overall exemptions have increased about \$1M.
 - The state reimbursement for Hazelwood has stayed the same even though student count and exemption has increased.
- Salary and wages: In FY22: \$299,338,502 (increased 9.6% from previous year) which was largely due to compensation strategies.
- Ratios are used to evaluate UTSA financial performance and debt capacity. We have traditionally rated as satisfactory. Have not been decided for this year.
- Moody's preliminary ratio is Aa2, which is healthy rating.
- Functional expenditures: Instruction, Research, Academic Support, Student Services all went up ~10% (due to compensation strategies); Public Service went down slightly; Operations and Auxiliary went up significantly.
- Bold Promise is included in Financial Aid, but is not included as a state required exemption.

9:30 a.m. Committee Updates

- **Communications** – Destiny Jones
 - No major updates. Planning out a calendar. Working with University Communications to keep the website up to date
 - Contact Communications if you have something you want on the website and/or social media or complete the form through Teams. [Form linked here.](#)
 - Question: What is the turnaround time for a social media post?
 - 1-3 weeks
 - Depends on how much detail you provide in the form; ideally within a week
 - For those sent through University Communications for graphics, it may take longer (for example, for Rowdy Games)
 - Website updates can be requested through [this form.](#)
- **Community Outreach & Events** – Cindy Orth & Jessica Vela
 - Adopt-a-Family
 - [Spreadsheet](#) for sign up has been uploaded for our 5-person family. Encourage Senators to put your name for gifts. Sign up by Tuesday, November 22, 2022
 - Gift drop off is on Friday, December 2. Jessica Vela will be there 9am-noon.
 - If someone cannot drop off on December 2, drop it off with Amy Fritz's office – NPB 451.
 - Staff Appreciation Event
 - Idea: Drive through event on main campus and downtown campus, due to budget constraints, rather than a totally in-person event.
 - Feedback:
 - Budget is less than last year? There's a potential decrease. Budget is being looked at holistically.
 - In person is good because it's a celebration and brings people together, rather than transactional or picking things up through drive through
 - Food was great last time, but maybe spend less on food
 - Timeline: Planning to do it during the intersession time, in May, after the end of

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the Spring semester

- Feedback: Last time it was at 4pm, could be earlier in the afternoon, so more staff could attend.
 - We've also had it earlier in the day to avoid the heat
 - Question: Does a survey go out after GSA to get more feedback? In the past, yes. Staff appreciate it.
- **Elections** – Cindy Orth
 - Seasonal committee. They will meet before the December meeting and provide updates then.
- **Finance** – Angel Espinoza
 - FY23 Budget and [Budget Request Form](#) Process
 - Proposing this process for each year.
 - Through DocuSign. Fill in information on behalf of your committee and an opportunity to attach a PDF document with supporting information (like quotes), details, and anticipation of external funds.
 - Once the form is filled out, it will be routed to the Finance Committee representative and Staff Senate Vice Chair.
 - The Finance Committee and Vice Chair will then make decisions.
 - After this process, you will need to submit Purchase Request Forms as needed up to the approved amount.
 - This process will help us make justifications for additional funding from VPBA
 - For this year, if this is approved today, the committee would share the form. Each committee would have until December 8 to put together the proposal. By the December 15 general meeting, then they would have the decisions to share.
 - Motion to vote. Seconded by Amy Fritz. 6 in person approved, 14 online approved, 0 disapproved, 1 abstention. Passed.
- **Health & Wellness** – Anna Boyer-Chadwick
 - Save the date for March 25, 2023 for Rowdy Games
 - Working with Communications team to create a Save the Date
 - Will also create a registration form
 - Will have a larger update during the December meeting
- **QIC** – Sapna Naik
 - [Spanish form](#) and [contact us](#) page are live!
 - [Progress](#) linked from [Contact Us](#) page
 - Sick leave donation – Sara Cliffe – no updates
 - A&P Comp Time – Jaime Fernandez - UT System has 20 hours of comp time, but UTSA HOP had decided not to have A&P Comp Time.
 - Performance evaluation and merit – discussion at end of meeting
- **Staff Appreciation & Scholarships** – Sharon Martinez
 - Decided November winner. Look out for the invitation sent to Senators.
 - DJ put together a communications template during their committee meeting.
 - Website: Looking to add statement to the webpage about how many times a person can

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win. Want to add information that someone can only win once during a calendar year.

- Question: With Senate terms being based on Academic year, what is the reasoning behind having the award calendar based on the January-December year?
 - They decided it was best to have one whole year for that person to win.

10:00 a.m. General announcements, discussion, and reminders

- Draft for MOU on scholarship
 - The Scholarship Hub includes it named as Staff Council. Damaris requested that it be updated to “Staff Senate.”
 - The memorandum was updated last in 2010, which specified 4 scholarships (2 undergrad, 2 grad) at \$500 each. The funding for the scholarship changes, so we could change the amount each year, without having to change the MOU each time.
 - Requirement has been US citizen or permanent resident.
 - Draft MOU
 - Recommendation to update Veronica Salazar’s name and title
 - Question about Point 6 to update from “The College”
 - Vote tabled until next time until after the MOU is updated
 - Question about changing the Staff Appreciation and Scholarship name. The potential change in the scope/name of that committee means that the MOU includes that the Chair will sign, not the Committee.

10:30 a.m. Tabled discussion items

- Performance evaluation and merit discussion
 - [Performance evaluation](#) on People Excellence website
 - [Merit information](#) on People Excellence website
 - [Compensation email](#) sent on Wednesday, November 9, 2022
- Table cloth purchase request
 - Which logo and color?
- Meeting with staff members across campus
 - Ideas
 - Meet your Senator Coffee Chat
 - Tabling opportunities across campus?
 - Any other ideas?

10:31 a.m. Adjourn

- Next General Meeting: Thursday, December 15th at 8:30 a.m. – Hybrid



FY2022 Financial Results

Veronica Salazar

Chief Financial Officer and Senior Vice President for Business Affairs

Sheri Hardison

Deputy Chief Financial Officer & Senior Associate Vice President for Financial Affairs

Greg Yturralde

Controller & Assistant Vice President for Financial Affairs

Today's Topics

- Annual Financial Report (AFR)
- HEERF/ CARES Awards
- Other Financial Highlights
- Financial Ratios
- Functional Expense Comparison
- Research Expenditures
- Administrative Costs
- Capital Activity





Annual Financial Report (AFR)

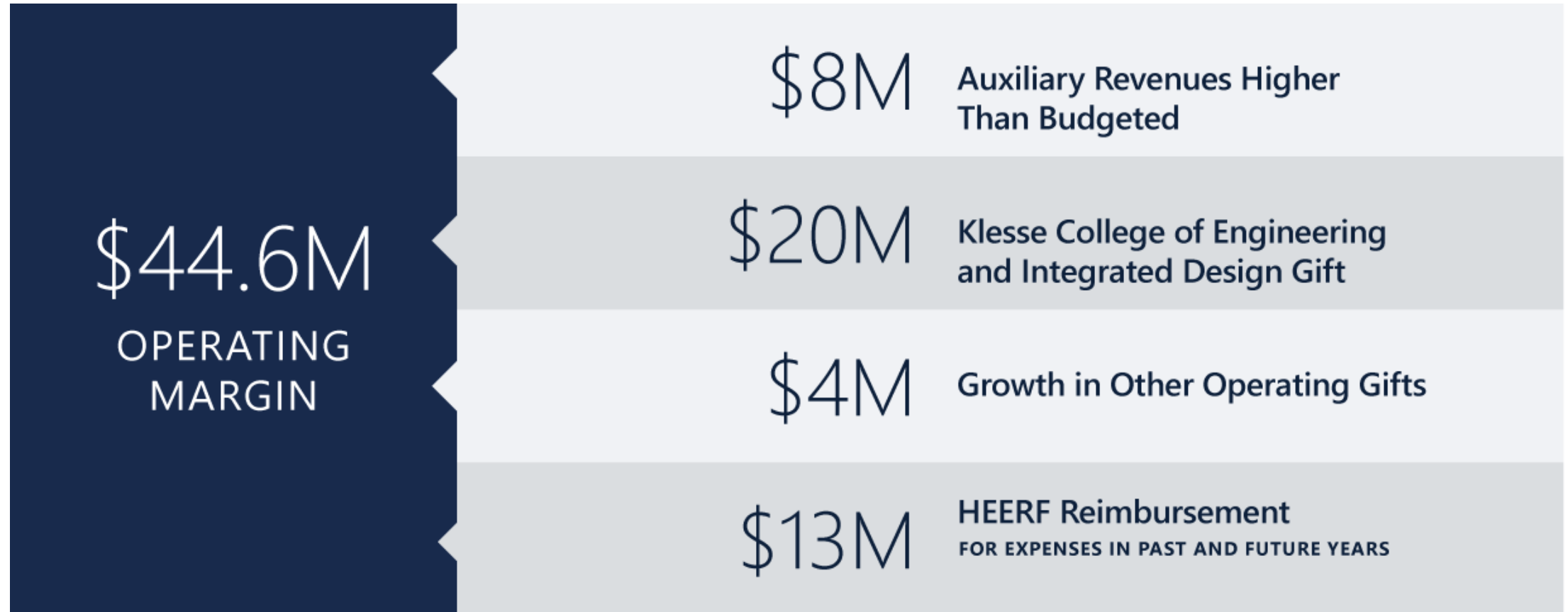
AFR vs. IRM

AFR Annual Financial Report	IRM Incentivized Resource Management
Highlights overall financial health	Incentivized Resource Management model
Point-in-time financial presentation as of August 31, 2022, with comparative information for the previous years	Links central investments to university-wide strategic priorities
Prepared in accordance with accounting principles as prescribed by the Governmental Accounting Standards Board (GASB)	Managed year-round at departmental level with oversight from IRM governance structure
Audited at UT System consolidated level	Roadmap for investment of resources

AFR at a Glance

Total Revenue	Total Expenses	Total Assets	Net Capital Assets	Total Endowment
\$772.4M FY2022	\$703M FY2022	\$1.87B FY2022	\$854M FY2022	\$264M FY2022
\$763M FY2021	\$612M FY2021	\$1.81B FY2021	\$749M FY2021	\$277M FY2021

Operating Surplus

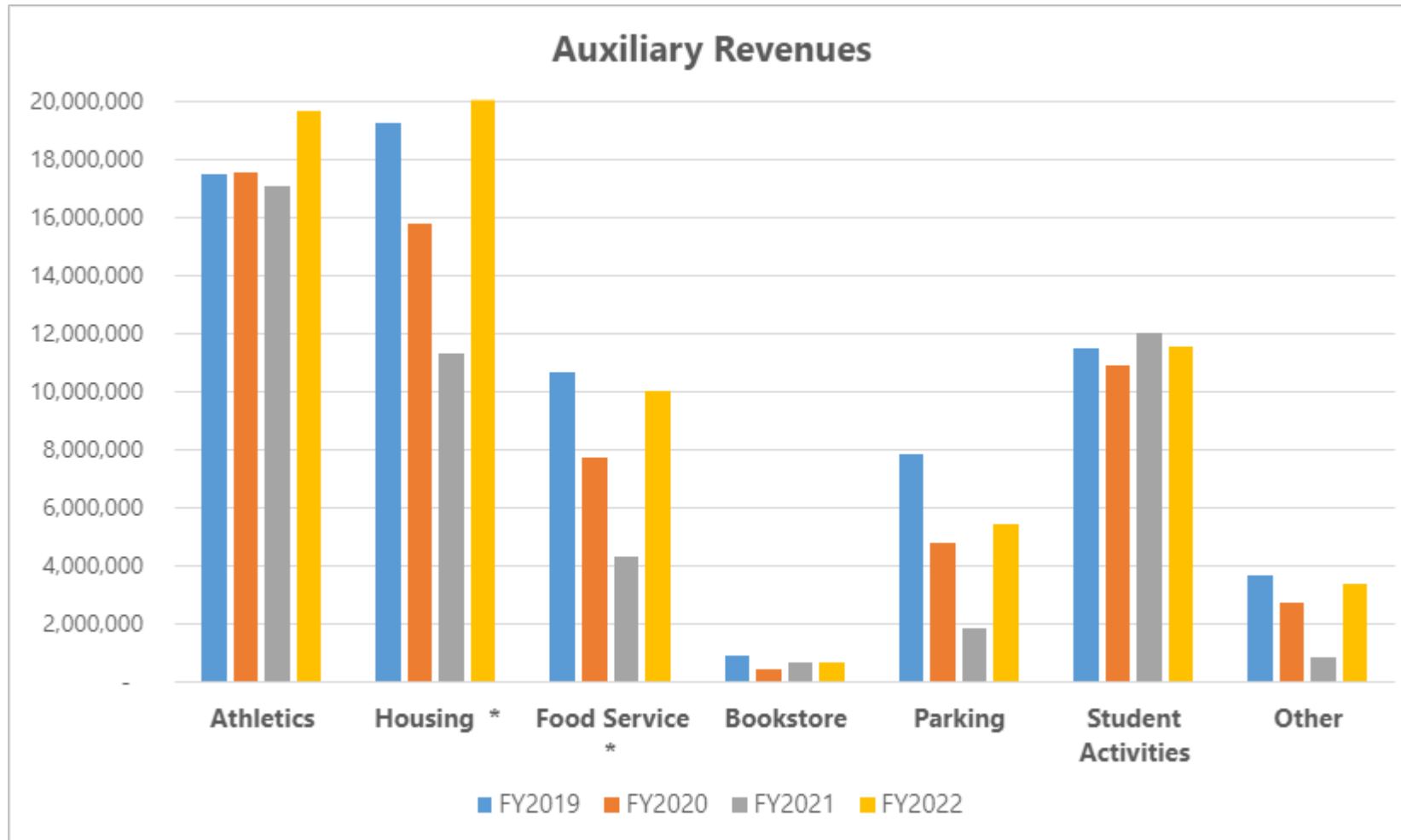


Operating Surplus

		FY2022	FY2021	DIFFERENCE	
				\$	%
Operating Revenues	\$	425,969,150	379,728,571	\$46,209,933	12.2%
Operating Expenses	\$	703,208,131	611,888,527	91,285,582	14.9%
Operating Loss	\$	(277,238,981)	(232,159,956)	(45,075,648)	19.4%
State Appropriation	\$	161,949,677	136,194,839	25,754,838	18.9%
Reimbursement for Pell & HEERF	\$	126,878,674	139,384,619	(12,505,945)	-9.0%
Gifts for Operations	\$	30,903,245	78,967,784	(48,064,539)	-60.9%
Other Non-Operating Income	\$	(39,342,101)	107,070,851	(146,370,566)	-136.8%
Income Before Other Activity	\$	3,150,514	229,458,137	(226,261,860)	-98.6%
Other Activity	\$	42,845,812	73,680,406	(30,834,594)	-41.8%
Change in Net Position	\$	45,996,326	303,138,543	\$(257,096,454)	-84.8%

FY22 Financial Effect of COVID-19

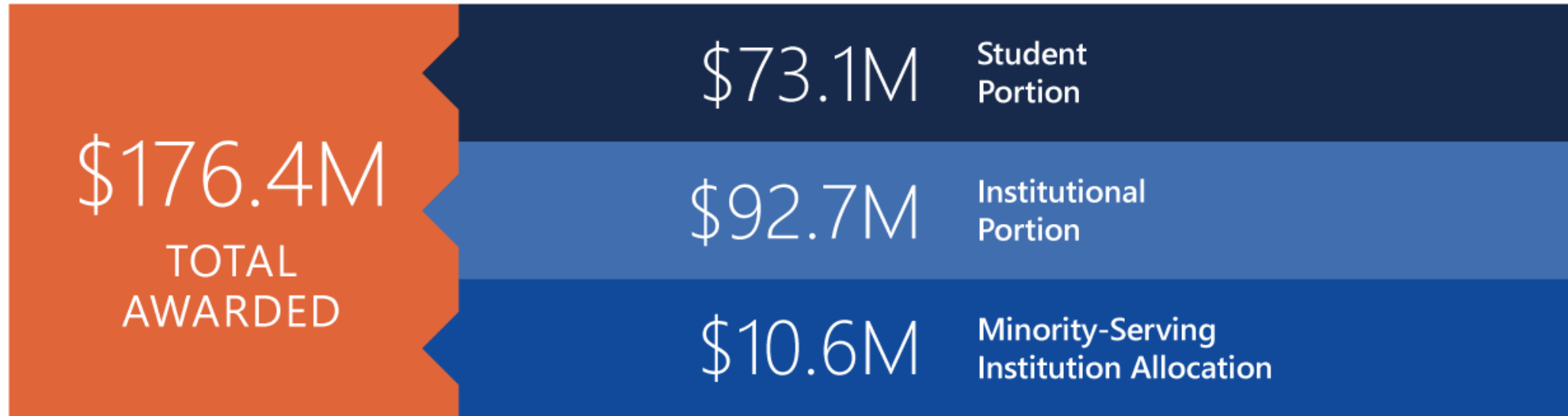
Auxiliary Recovery from COVID-19





HEERF Awards

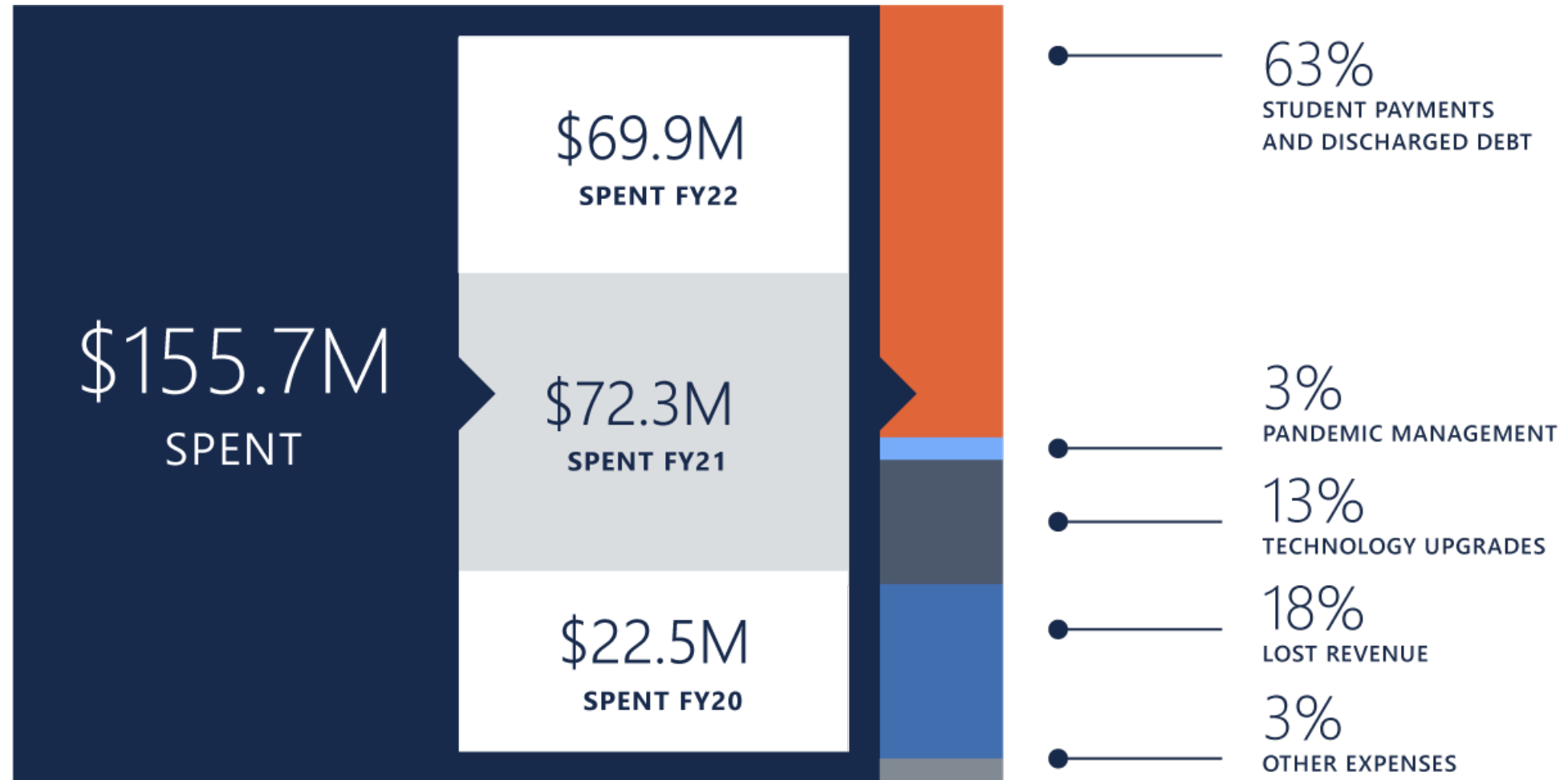
HEERF Awards



\$155.7M
TOTAL SPENT AS OF
AUGUST 31, 2022

63%
STUDENT PAYMENTS
OR DISCHARGED DEBT

HEERF Spending





Other Financial Highlights

SW Campus Transaction

- Transaction closed with Southwest School of Art on July 1, 2022
- \$2.4M paid to SSA to payoff their liabilities
- \$2.1M operating cash balance transferred to UTSA
- \$8 million of endowments transferred
- Campus renovations are debt-financed (\$10M estimate)
- Significant value in land



San Pedro I

- Opening scheduled January 2023*
- 167,000-square-foot, six-story structure
- Project cost of \$91.8 million
- Home of School of Data Science and National Security Collaboration Center
- Part of a comprehensive plan to evolve the Downtown Campus into an anchor for San Antonio's downtown development
- 16 UTSA research centers, institutes and college-level labs
 - MATRIX AI Consortium for Human Well-being
 - The Open Cloud Institute



Fundraising

\$31M Gifts For Operations Include



Investments



Other Significant Items

Significant change in accounting rules for leases
(GASB Pronouncement No. 87)

Previous

- Most leases/rental agreements expensed as paid
- Unless they met certain criteria

Now

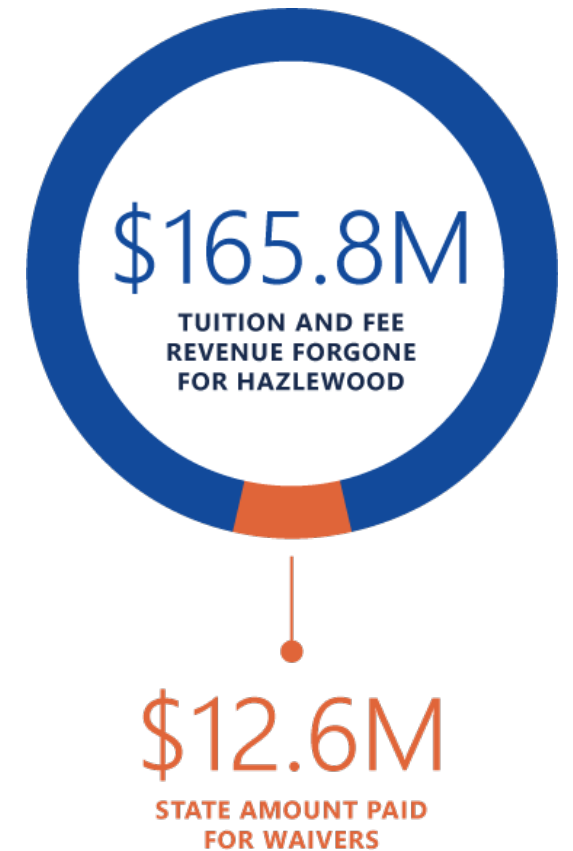
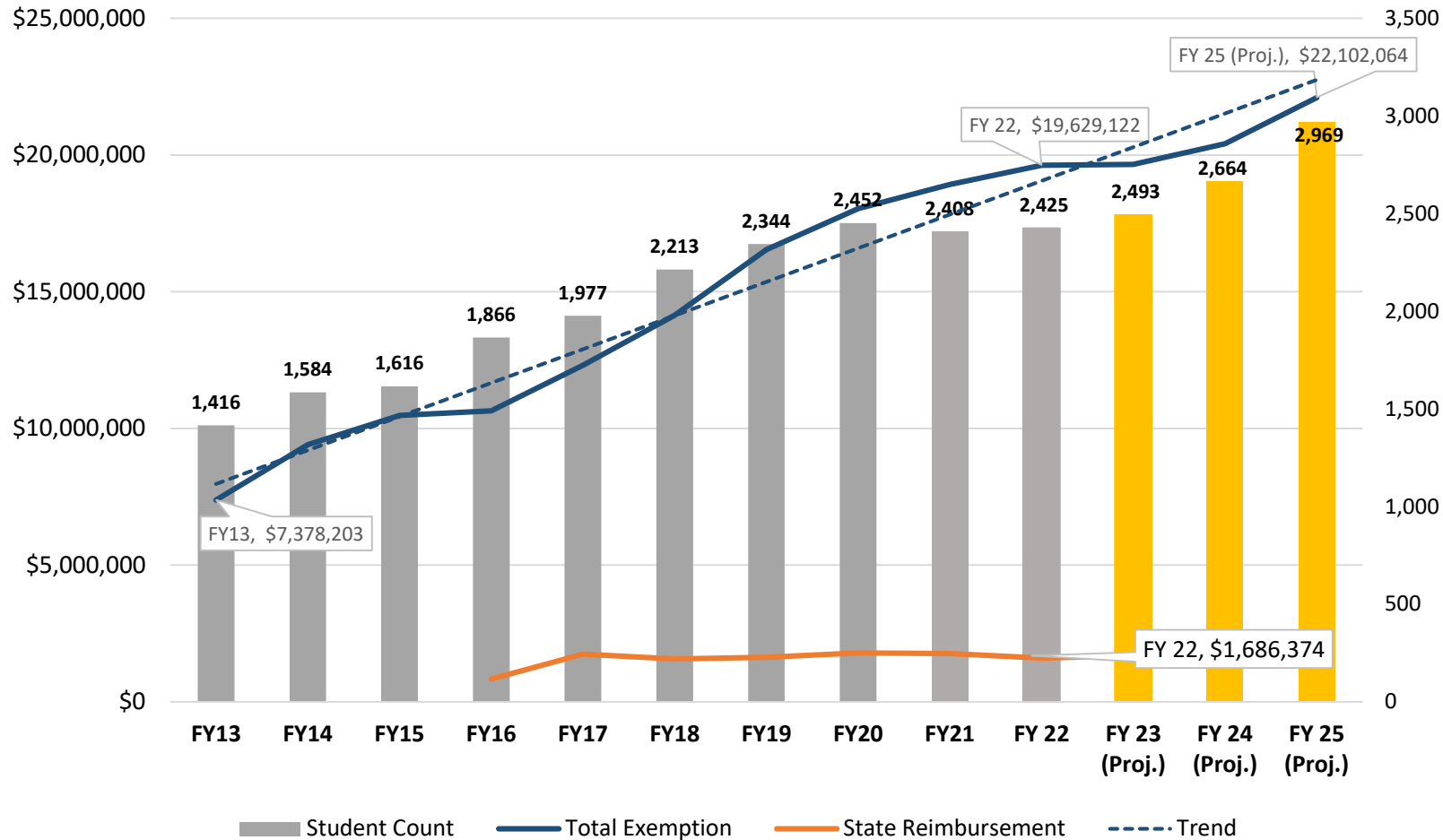
- All leases/rental agreements are booked as assets and liabilities if longer than 12 months
- Asset/ Liability is the current value of all payments from the agreement reduced by lease payments.



Financial Highlights – Exemptions

		FY2022	FY2021	\$ DIFFERENCE
Hazlewood Legacy	\$	11,952,799	13,473,000	(1,520,201)
Hazlewood Spouse	\$	524,108	476,000	48,108
Hazlewood Exemption	\$	2,047,218	1,989,000	58,218
Hazlewood Dependents	\$	5,133,953	3,706,000	1,427,953
Adopted	\$	1,669,083	1,177,000	492,083
Dual Enrollment	\$	913,685	918,000	(4,315)
Blind/Deaf Student	\$	671,533	604,000	67,533
Foster Care	\$	558,905	443,000	115,905
Governing Board Waivers	\$	200,117	120,000	80,117
Highest Ranking HS Scholar	\$	140,813	130,000	10,813
Other Various	\$	204,941	63,000	141,941
Total Exemptions	\$	24,017,155	23,099,000	918,155

Hazlewood Act at UTSA



Financial Highlights: Salary & Wage Expenses

		FY2022	FY2021	DIFFERENCE	
				\$	%
Faculty - Tenure/Tenure Track	\$	72,548,638	70,163,524	2,385,113	3.4%
Faculty - Non-Tenure Track	\$	27,375,210	20,917,516	6,457,694	30.9%
Faculty - Summer	\$	14,656,651	14,360,531	296,120	2.1%
GTAs and GRAs	\$	14,737,273	15,327,276	(590,003)	-3.8%
Staff - Permanent	\$	150,490,553	137,575,727	12,914,826	9.4%
Vacation Payout	\$	1,282,205	1,096,655	185,550	16.9%
Students - Regular and Work Study	\$	9,748,347	7,907,947	1,840,400	23.3%
Other Salaries and Wages	\$	3,532,927	731,306	2,801,620	383.1%
Moving Expense and Temporary Housing Allowance	\$	579,479	629,672	(50,193)	-8.0%
Staff - Temporary	\$	1,368,684	1,389,188	(20,503)	-1.5%
Overtime and Hazardous Duty Pay	\$	323,682	235,131	88,550	37.7%
Longevity Pay	\$	2,188,476	2,175,578	12,898	0.6%
Tuition Remission	\$	506,377	512,236	(5,859)	-1.1%
Total Salaries and Wages	\$	299,338,502	273,022,287	26,316,215	9.6%



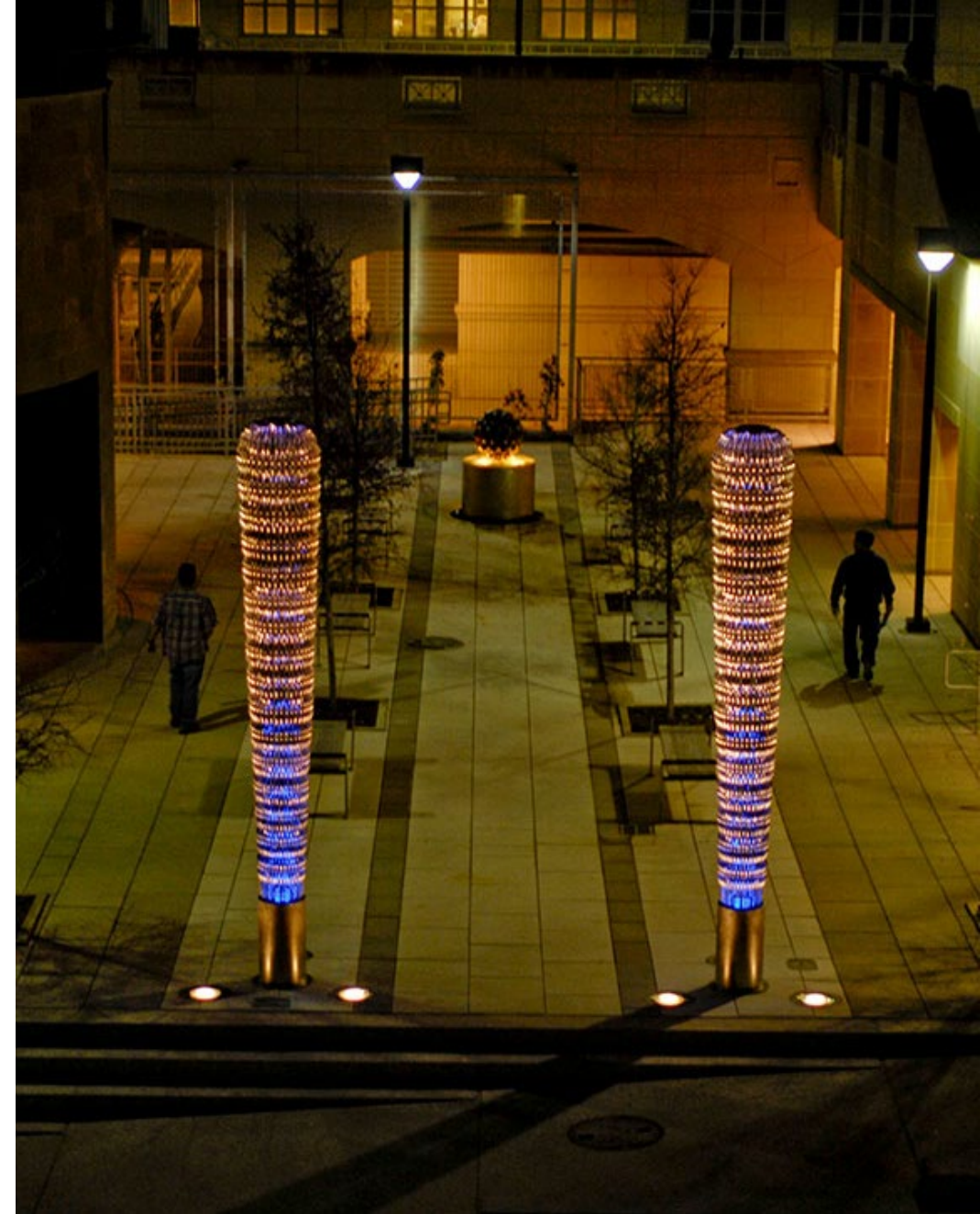
Financial Ratios

Why the Ratios Matter

UT System uses them to evaluate financial condition

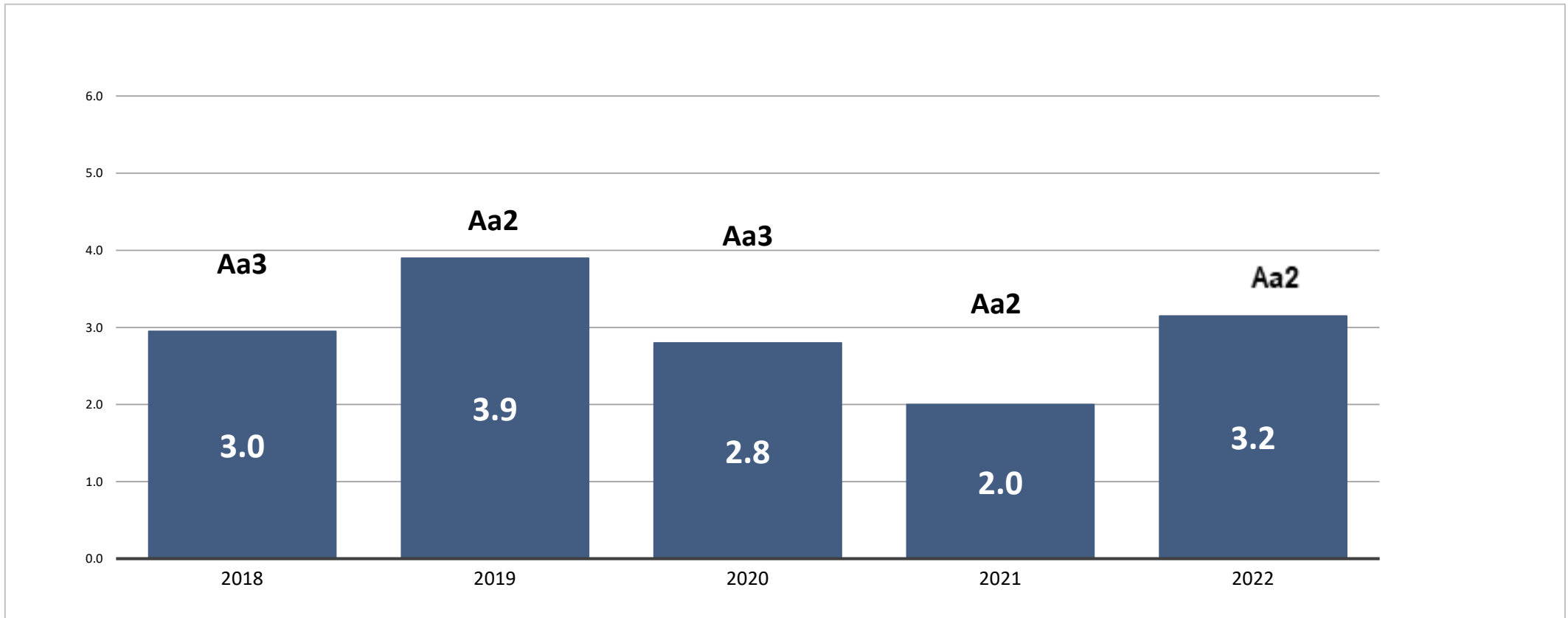
- Satisfactory/ Watch/ Unsatisfactory
- Satisfactory rating for FY21
- Not yet rated for FY22

Ratios are used to evaluate UTSA financial performance and debt capacity

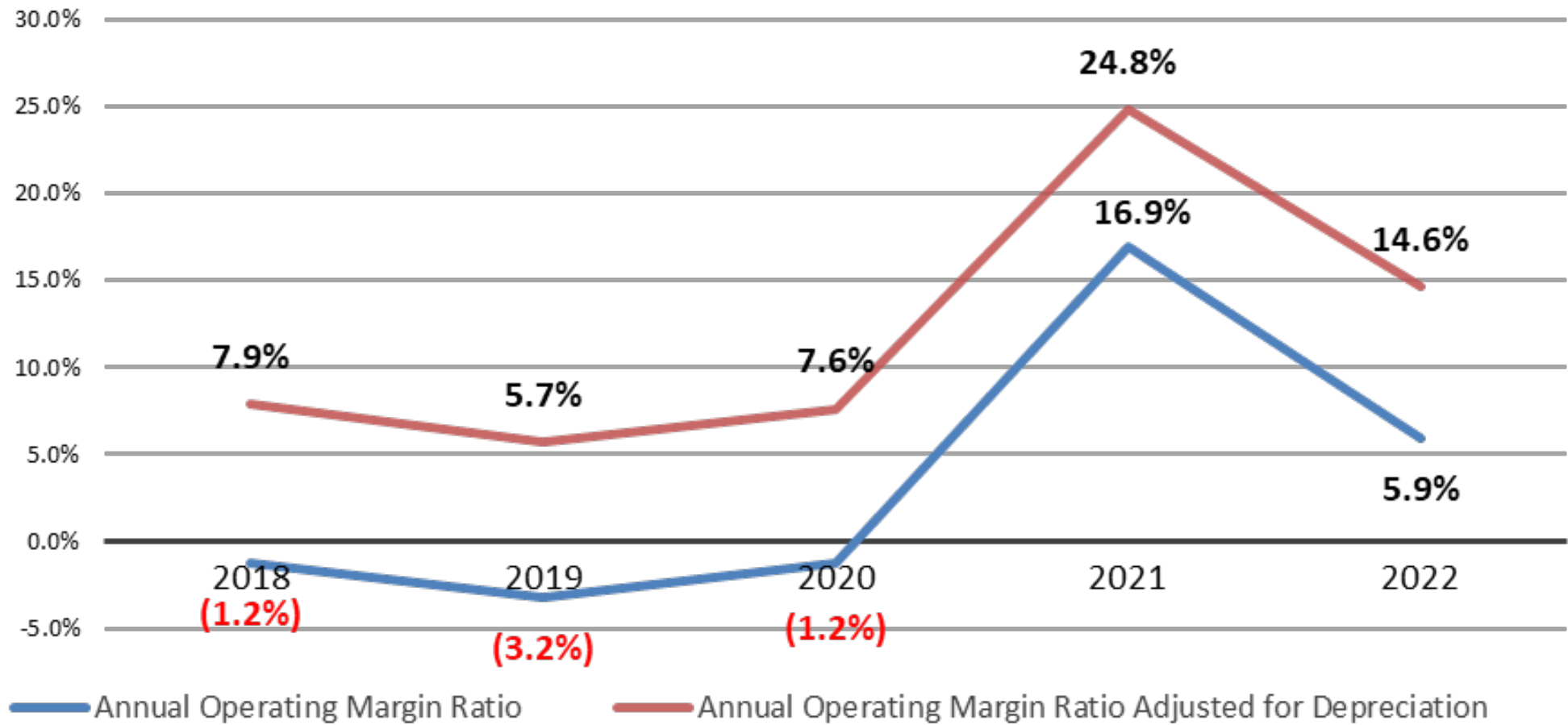


Annual Financial Condition Ratios

Moody's Ratio *(preliminary)*

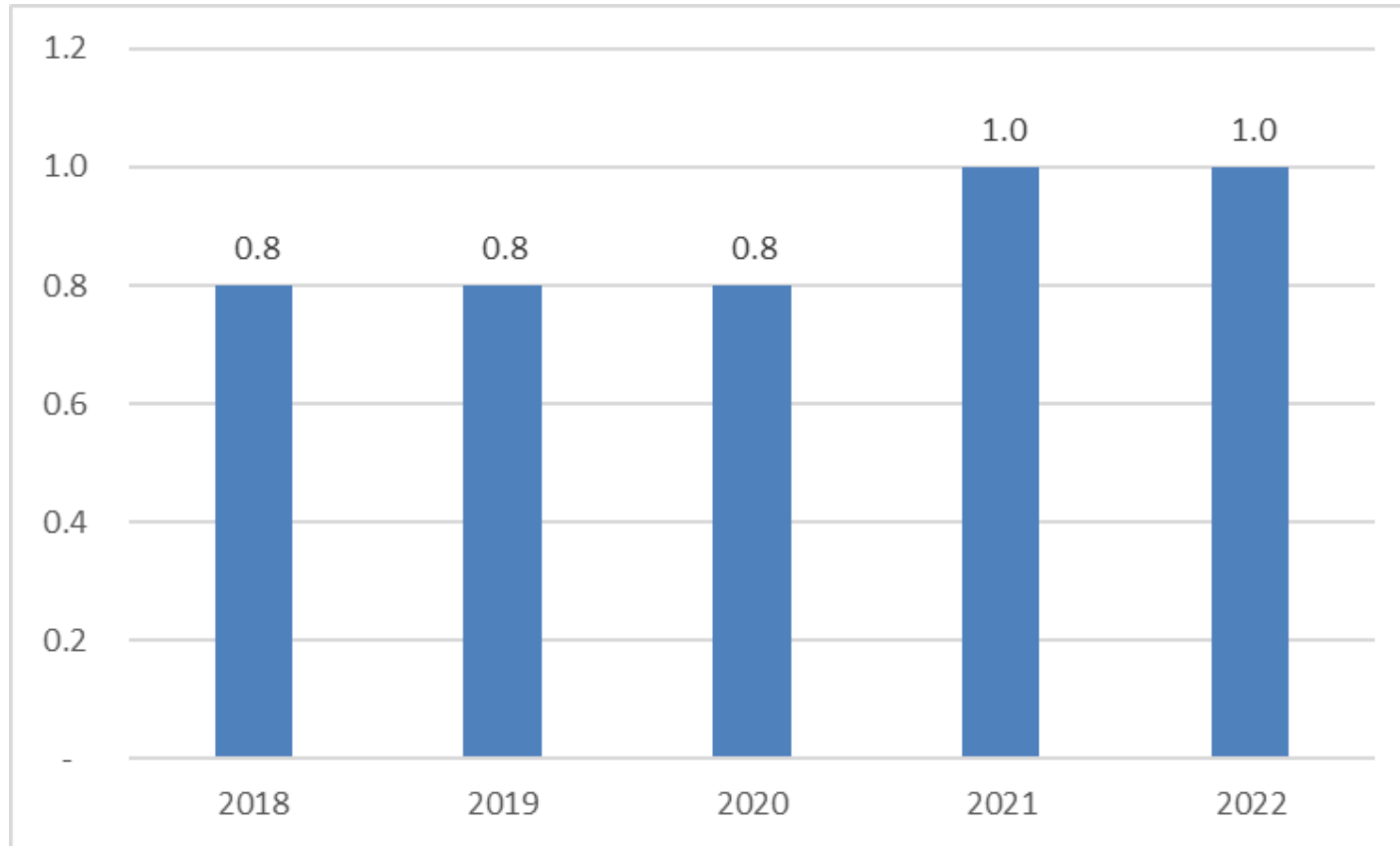


Annual Financial Condition Ratios



Annual Financial Condition Ratios

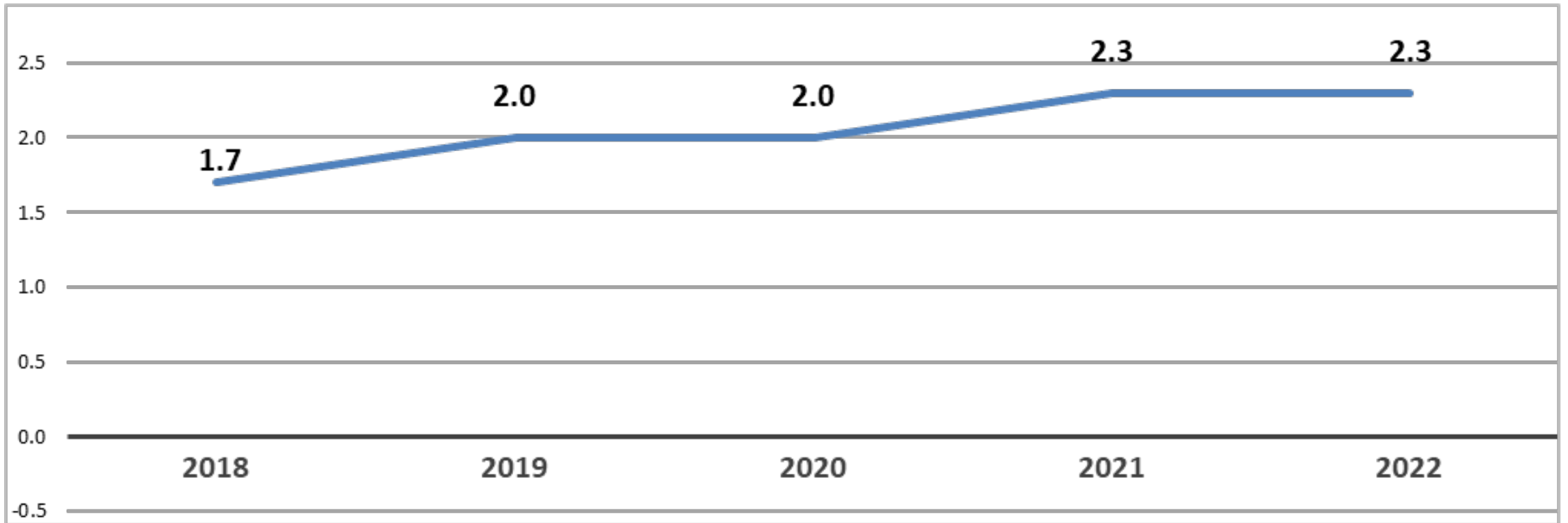
Spendable Cash & Investments to Operating Expenses



Note - Scholarships are included in operating expenses beginning in FY2021. The ratio was not changed retroactively. The comparable ratio for FY2021 is 1.2.

Annual Financial Condition Ratios

Spendable Cash & Investments to Total Debt





Functional Expense Comparison

Functional Expenditures

	FY2022	FY2021	\$ CHANGE	% CHANGE
Instruction	\$ 129,625,562	115,902,355	13,723,207	11.84%
Research	\$ 123,083,474	108,189,847	14,893,627	13.77%



Instruction

- Expenses for institution's instruction program
- Credit and noncredit courses



Research

- Externally funded research
- Separately budgeted departmental research

Functional Expenditures

	FY2022	FY2021	\$ CHANGE	% CHANGE
Public Service	\$ 15,449,811	15,662,717	(212,906)	-1.36%
Academic Support	\$ 79,402,515	71,708,636	7,693,880	10.73%



Public Service

Expenses to provide non-instructional services for the benefit of external groups

Example: Institute for Economic Development



Academic Support

Expenses incurred to provide support services for instruction, research and public service

Examples: College level academic support, majority of information technology costs, libraries, advising

Functional Expenditures

	FY2022	FY2021	\$ CHANGE	% CHANGE
Student Services	\$ 33,117,291	30,539,304	2,577,987	8.44%
Institutional Support	\$ 48,760,338	42,934,639	5,825,700	13.57%
Operations & Maintenance	\$ 57,018,126	40,643,999	16,374,126	40.29%



Student Services

Expenses for offices and activities that contribute to students' wellbeing and development outside the context of the formal instruction program

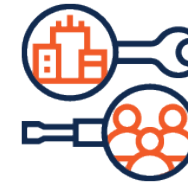
Examples: Registrar, Financial Aid, Counseling Services



Institutional Support

Expenses for central activities concerned with management and planning for the entire institution

Examples: Executive Management, Development and Alumni Relations, Business Affairs administrative services



Operations and Maintenance of Plant

Expenses for the administration, supervision, operation, maintenance, preservation and protection of the institution's physical plant

Functional Expenditures

	FY2022	FY2021	\$ CHANGE	% CHANGE
Scholarships and Fellowships	\$ 87,453,384	86,093,922	1,359,461	1.58%
Auxiliary Enterprises	\$ 62,784,113	41,166,889	21,617,224	52.51%
Depreciation of Buildings and Equipment	\$ 66,513,516	59,046,219	7,467,297	12.65%



Scholarships and Fellowships

Grants that neither require the student to perform service to the institution nor require the student to repay the amount

Does not include all financial aid; most financial aid is presented as direct offset to tuition revenue.

Total aid for FY22 was \$211 million, which was a \$12 million increase due to HEERF student payments.



Auxiliary Enterprises

Managed to operate as a self-supporting activity

Examples: Housing, Athletics, Parking



Depreciation

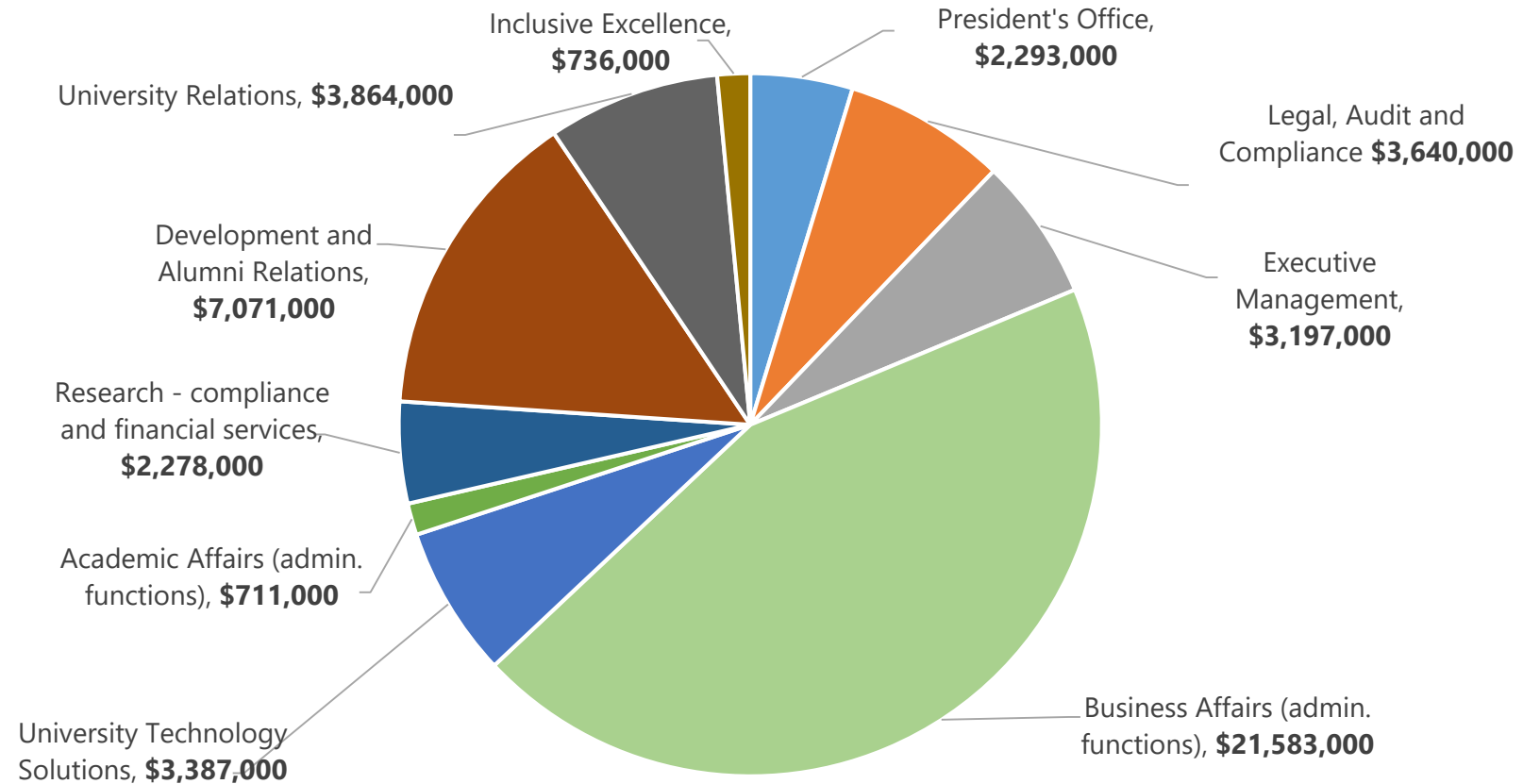
Buildings and capital equipment are expensed over their useful life rather than at the time of purchase.



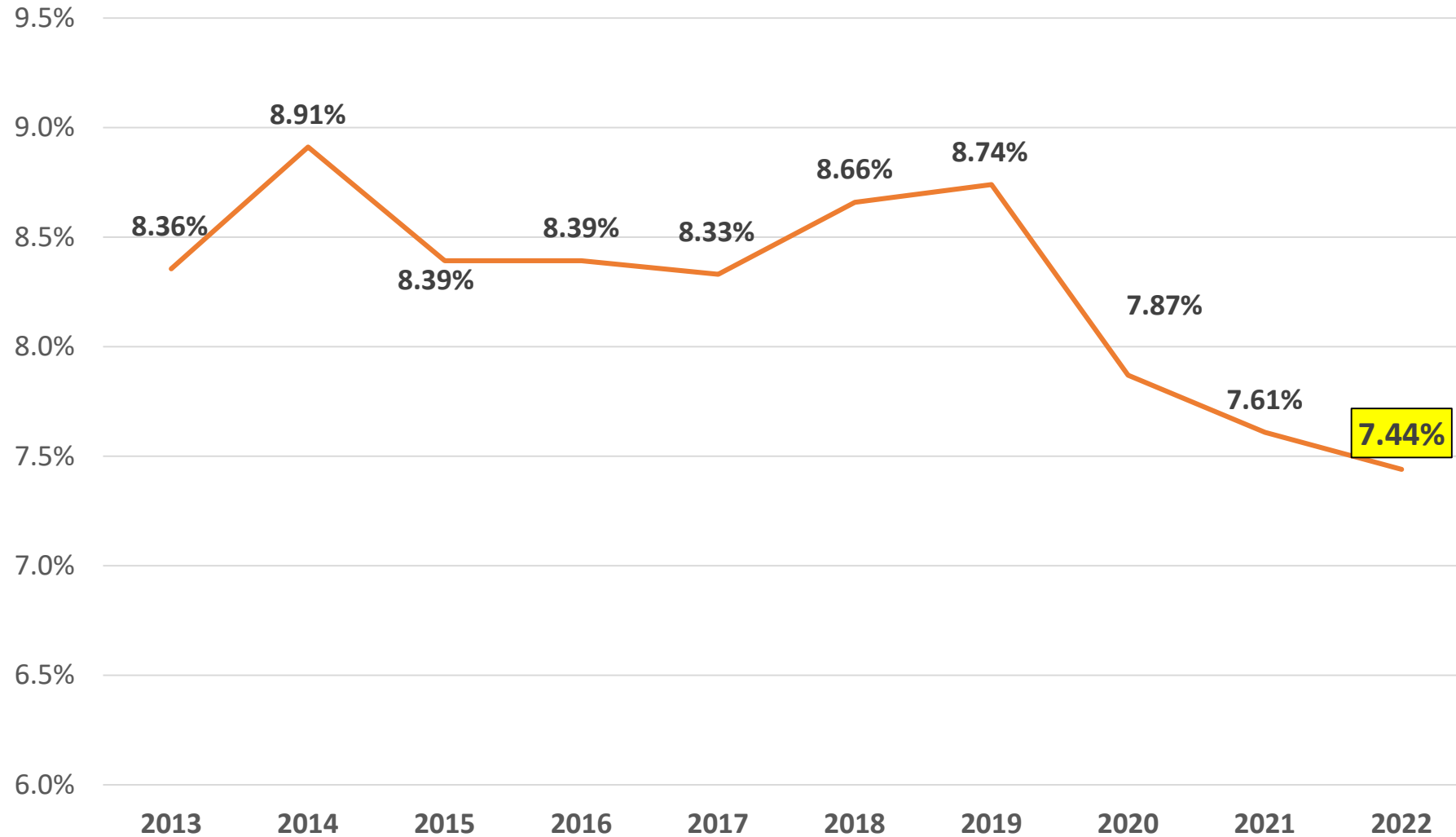
Administrative Costs

Institutional Support Expense – Composition

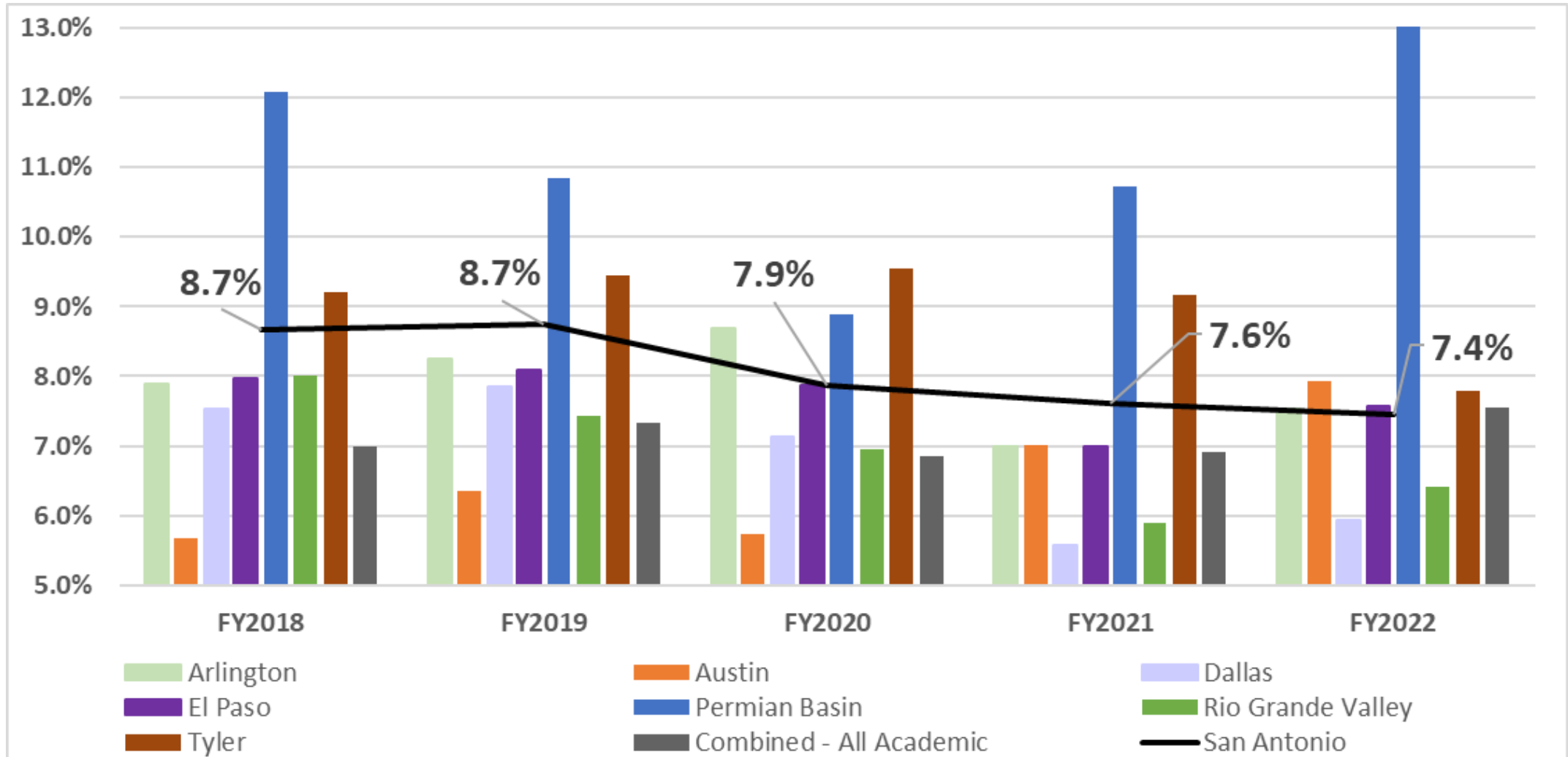
Function	Amount
Instruction	\$130M
Research	\$123M
Public Service	\$15M
Academic Support	\$79M
Student Services	\$33M
Institutional Support	\$48M
O&M of Plant	\$57M
Scholarships	\$87M
Auxiliary Enterprises	\$63M
Depreciation	\$67M
Total Expenses	\$703M



Administrative Cost Measure

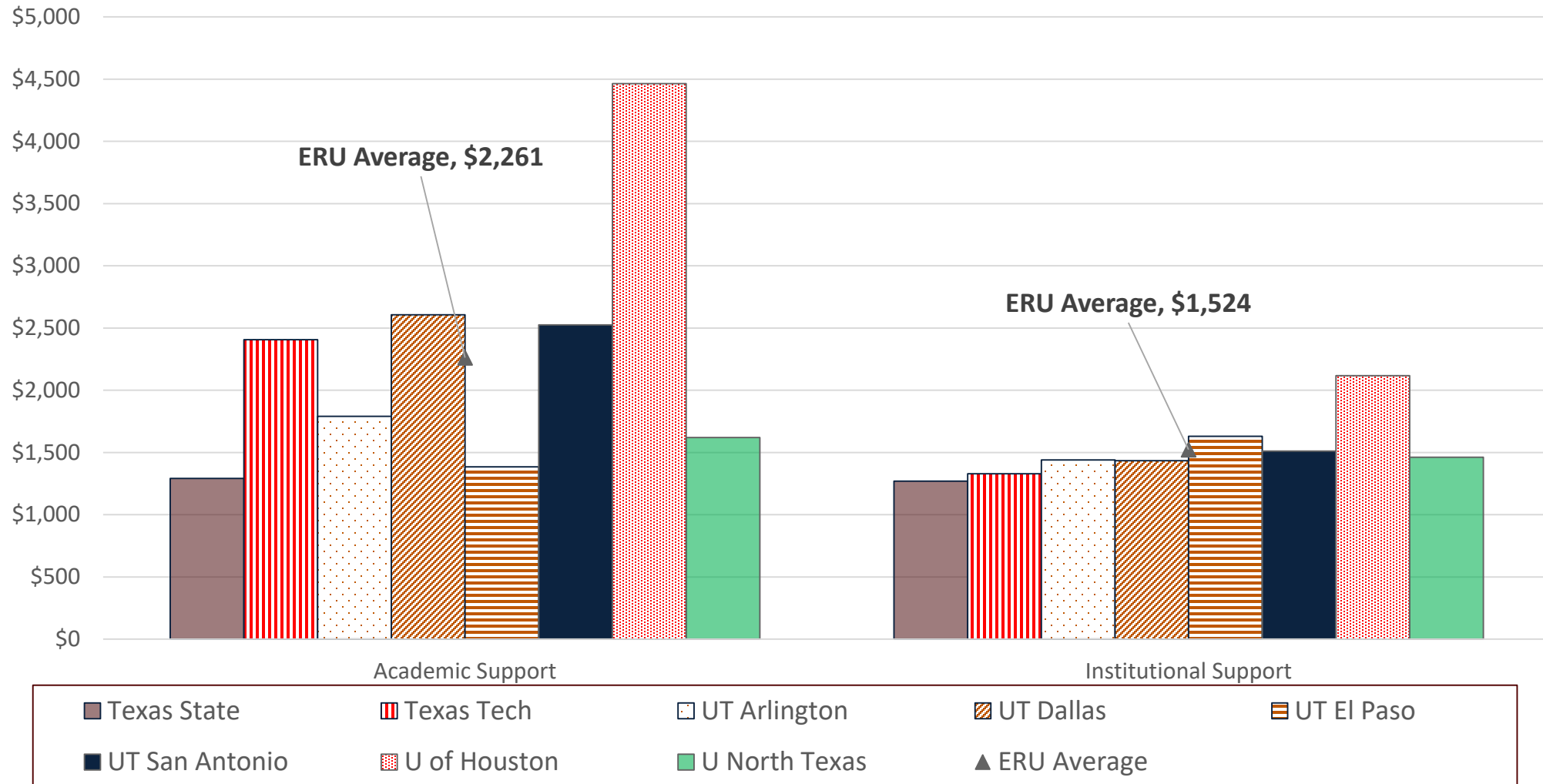


Administrative Cost Measure —UT System



Expenditures Per FullTime Student Equivalent

FY21 Emerging Research Institutions



UTSA[®]
CREATING
BOLD
FUTURES[®]