

Academic Unit Name: College of Engineering

Please complete this Word document and the accompanying [Excel workbook](#), and submit them to the Office of Planning & Budgeting on or before **Friday, November 20**. Please email your materials to [Becka Johnson Poppe](#).

In addition to the questions in this document, academic units will be asked to provide information about anticipated growth or contraction over the next five years. These materials, however, will not be distributed to academic units until October 30 and will not be due until Wednesday, December 23. In order to ensure some consistency and common information across responses, academic units will be given templates with projections of student growth. Units will be asked to review these growth trajectories and provide detailed notes about any planned deviation(s).

1. Since the Washington state legislature reduced resident undergraduate tuition rates for the 2015-16 and 2016-17 academic years, we are giving academic units an opportunity to revisit and, if needed, revise tuition rate recommendations for 2016-17 (FY17).

Please review the FY17 tuition rate(s) previously recommended by your unit – copies are available at the [FY16 Unit Budget Submissions webpage](#) – and please **either confirm your previous recommendation or provide a new recommendation with accompanying justification** for the change.

If you have a new recommendation, please use the “Tuition Rec Worksheet” tab of the “FY17 Academic Budget Worksheets & References” [Excel workbook](#) to identify your new proposal.

As always, **if your recommendation involves creating a new tuition category**, please be sure to identify the original tuition category, the proposed category and a suggested tuition rate for FY17. If you plan to move only a subset of your programs into a new category, please identify those programs by major name, pathway, level and type.

There are no changes to the original recommendations for the COE tuition categories. COE will be adding one new category with Master of Applied Bioengineering.

2. Though the Provost will soon be announcing requirements for FY17 merit increases, **please tell us how your unit plans to deploy funds for merit increases and unit adjustments in FY17**. A salary and tuition revenue model WILL BE available on the [FY17 budget development website](#) by October 26; this model is designed to give you a sense of the magnitude of the support that will be required at various salary percentage increases.
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COE is holding funds in permanent reserves to support merit increases and related benefits, promotions, retentions and a pool for unit adjustments if needed.

There may be cash flow issues this biennium due to capital commitments but COE permanent funds are sufficient to fund this year's unit adjustments and merit and related benefits in future years.

3. As you may recall, last summer, the UW was the sole subject of a state-required audit of net operating fee (tuition) and local fund accounts. This audit reinforced the importance of monitoring expenditures against budgets on a biennial basis, ensuring that academic and administrative units have plans to spend fund balance in a reasonable and mission-driven manner and that these plans are acted upon.

As such, we ask that academic units **provide itemized obligations against fund balance** (as estimated by OPB for the close of FY15, going into FY16) using the **“Carryover Worksheet”** tab of the “FY17 Academic Budget Worksheets & References” [Excel workbook](#). Please be as specific as possible.

- In the space below, **please indicate what your unit will do to contribute to an overall decline in the UW’s fund balance**. If your unit has no fund balance, or a negative balance, you need not answer this question.
 - If you would like to describe any items from the worksheet in greater detail, please use the space below.
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The major use of COE carryover funds will be for COE capital commitments for the Fluke Hall Renovation, Nanoengineering and Sciences Building and the new COE Computer Science Building and for faculty startup costs.

Please see schedules attached.

4. The Provost will be making the decision to deploy *permanent* Provost Reinvestment Funds **primarily, if not exclusively, to cover for compensation increases. The only possible exceptions for permanent funds will be for critical compliance issues.** However, requests for temporary funds will only be entertained in areas of high institutional priority and in consultation with faculty, staff and students.

If your unit has a Provost Reinvestment Fund request that fits within these strict parameters, please describe it using the framework below.

Brief description, not to exceed 200 words, highlighting the alignment of the request to critical compliance issues or institutional priorities.

COE is not aware of any critical compliance issues and the Provost is currently providing some funding for COE institutional priorities through COE capital projects.

5. **Please confirm that faculty councils – and, to whatever extent may be possible, student leaders – within your unit/campus have been consulted** as part of this budget planning exercise and given the opportunity to provide input. To confirm this, please do **one** of the following:
- Briefly describe who was consulted and when, and provide a point of contact for your faculty council.
OR
 - Include a signed letter from your faculty council chair (a scanned PDF is fine) when you submit the rest of your materials.
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The Dean met with the COE student council on November 9, 2015 and with COE faculty council on November 5, 2015 and solicited input from both councils. The letter from the COE faculty council is attached.

Academic Unit Carryover Usage Plan

Unit name: College of Engineering

Carryover going into FY16: \$ **48,050,000**

Please feel free to add rows, as needed.

Expense Category	Description	Amount
General Reserves/Uncertainty		
	<i>COE Unit Adjustments</i>	\$ 600,000
		\$ -
Education Initiatives		
	<i>COE Career Center</i>	\$ 150,000
	<i>COE Student Maker Space</i>	\$ 150,000
Equipment		
	<i>WNF Equipment</i>	\$ 440,000
	<i>CSE Lab</i>	\$ 688,000
	<i>Other miscellaneous</i>	\$ 500,000
Facility/Space Investments		
	<i>Fluke Hall Renovation</i>	\$ 2,500,000
	<i>CSEII Building Planning</i>	\$ 3,600,000
	<i>Nano ES Building</i>	\$ 6,000,000
		\$ -
Faculty Start-Up Expenses		
(Please indicate # of FTE)	<i>20 FTE. See Faculty Recruiting FY2016 Schedule totaling \$13.3M</i>	\$ 16,250,000
	<i>\$2.9M represents start up fund balances remaining at the end of FY2015</i>	\$ -
Professional Development		
		\$ -
		\$ -
Recruitment		
(Please note discipline and # FTE)	<i>See Current Year Hiring Plan</i>	\$ 1,800,000
		\$ -
Research Initiatives		
	<i>COE Strategic Research Initiative</i>	\$ 600,000
	<i>EScience</i>	\$ 1,185,000
	<i>WNF Support</i>	\$ 623,000
	<i>MolES Support</i>	\$ 440,000
	<i>Advanced Materials and Technology Institute</i>	\$ 760,000
	<i>Clean Energy Institute</i>	\$ 433,000
	<i>Center for Sensorimotor Neural Engineering</i>	\$ 331,000
Student Aid & Waivers		
		\$ -
		\$ -
Temporary Salaries		
(Including student employees)	<i>Advancement Staff Support</i>	\$ 500,000
	<i>Research Staff Support</i>	\$ 250,000
	<i>Deans Office Staff Support</i>	\$ 250,000
Other		
(Please be specific)	<i>Unit Reserves</i>	\$ 10,000,000
		\$ -
TOTAL		\$ 48,050,000

November 10, 2015

To: Dean M. Bragg

From: College of Engineering Council

Re: COE Budget

Attendees: Cao, Furness, Roy, Sauro, Spyridakis, Kurosaka, Rao, Emery, Bragg, Sparks

On November 5, 2015, Dean Bragg and T. Sparks presented the proposed College of Engineering budget to the College Council for review and advice.

Topic considered were:

- 1) Unit Adjustment: ISE and ChE are targeted at 3%, the rest of the departments at 4%
- 2) Pay raises: the College proposes to fund this at \$2M of which \$1M will come from the College, \$1M from the legislature. (Note: the legislative increase does not include benefits.)
- 3) Capital Expenses: COE contributions for Fluke Hall Renovation (\$38M), Nanoengineering and Science Building (\$15M), COE Computer Science building (\$2M)
- 4) Startup costs for New Faculty: Twenty new faculty were given \$13M.

The council engaged in a general discussion of the budget. No substantive issues were raised.

The Council is pleased to have the opportunity to meet with you and Tom and approves of the proposed budget.

A. F. Emery
Chair, COE Faculty Council