

Academic Unit Name: School of Medicine

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.

Last year, we proposed a 5% increase for both resident and non-resident tuition rates for the two-year biennium. The SoM has completed our annual tuition analysis through FY16 which identified that our resident tuition is 105% of the national public school average, and non-resident is 113%.

- For FY16 UW was 5.1% higher for resident tuition for top 20 public schools focused on primary care.
- For FY16 UW was 21.6% higher for non-resident tuition vs. top 20 public schools focused on primary care.
- The tuition increase in FY16 for top 20 public primary care schools was .9% and for public schools was 3.7%.
- The mean debt for UW students was \$162k which is consistent with national mean of \$172k for public schools, but remains a concern for the WWAMI region.

For FY17, we are proposing that we revise our tuition increase to 3% for residents and no increase for non-residents.

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.

We have assumed a 4% merit increase (and minimal change in benefit rates) and that 2% (half of the merit costs) will be funded from State/Provost sources as outlined in OPB tuition-salary budget model. The total cost of a 4% merit increase is \$2.3M.

The SoM would need to fund the additional 2% of merit or \$1.15M. Based on the provost "TuitSalModel" tool, assuming no changes, the model projects \$.7M of incremental tuition (see chart below). With a 3% tuition increase for medical school resident tuition, an additional \$.4M in incremental tuition would be sufficient to fund the SoM obligation of 2% of the merit increase.

In FY17, we will see an increase of roughly 35 students due to class expansion in Montana and Idaho. However, with the new curriculum, the increase in students will be offset by 85 2nd year students staying at the home institutions for the fall quarter of their second year as part of the new foundations phase. The result of this change is fall tuition will be paid to the home institutions and will reduce tuition for that quarter to the UW. The impact of this change is a reduction in tuition equivalent to 28 students (85*33%=28). For purposes of the analysis we have left the FTE count flat.

	<i>FY16 tuition(2):</i>	<i>FY17 tuition</i>	<i>FY17 tuition</i>	<i>Incremental tuition -- FY17</i>
Resident	0%	0%	3%	
Non-resident	0%	0%	0%	

Tuition by group:

Undergrad	8,008	8,151	8,151	143
Grad	3,589	3,853	3,852	263
MD	14,379	14,665	15,085	706
Total	25,976	26,669	27,088	1,112

Incremental to FY16:

Undergrad	143	0
Grad	264	(1)
MD	286	420
Total	693	419

(2)FY16 tuition uses Autumn 2015 data; includes estimated true-up and assumes 0 res UG reduction (which is backfilled by provost)

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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FY16 SoM GOF-DOF carryover balance of \$68M is flat with prior year.

- \$24M (35%) relates to SLU and will be spent over the next three fiscal years; \$13M capital reserve will be used as partial equity payment for the SLU3.2 facility in March 2018 and the \$11M SLU O&M fund balance will be spent in support of on-going operations.
- \$44M (65%) relates substantially to faculty support (recruitment, start-up, equipment) with a general spend rate of around five years. SoM department’s currently have 23 active tenured faculty recruitments (12 clinical, 11 basic) which typically require start-up in the \$1M range and would be expected to be funded over three years upon hire. Additionally, departments had existing commitments of \$46M as of June 30, 2015 which will also draw on these reserves over future years. Please see details in Carryover Worksheet.

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.

- At the request of Paul Jenny, the SoM will be submitting a facilities proposal to replace the long standing ICR agreement between SoM and the Provost to support facilities funded and/or managed by the SoM.
- The SoM has submitted a WWAMI expansion and curriculum renewal request for temporary funding as outlined below which would also include a request for permanent funding from the state of \$6.4M after full expansion.

	FY17	FY18	FY19	FY20	Total
Temp Funds Requested	\$ 5.5	\$ 5.3	\$ 3.6	\$ 1.4	\$ 15.9

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.

Paul Ramsey met with SoM Faculty Council on University Relations on Nov 23, 2015. A copy of SoM budget materials were shared, budget narrative was discussed, and they voted to approve as prepared.

Head of faculty council: Chris Surawicz

We don't have a student council. However, Suzanne Allen, Vice Dean for Academic, Rural and Regional Affairs is involved in our Medical School tuition setting discussion and monitors and provides input on student issues with a keen interest on impact of tuition increases on student debt.

Academic Unit Carryover Usage Plan

Unit name: **School of Medicine**

Carryover going into FY16: **\$67,631,177**

Please feel free to add rows, as needed.

Expense Category	Description	Amount
General Reserves/Uncertainty	<i>\$8M reserves is 4% of FY16 GOF-DOF perm and temp allocation of \$222M</i>	\$12,319,199
		\$0
Education Initiatives	<i>Mainly WWAMI clerkship funds</i>	\$761,374
		\$0
		\$0
Equipment	<i>\$.8M microscope (Immunology); \$.3M research equipment (Genome Sciences)</i>	\$1,266,934
		\$0
		\$0
Facility/Space Investments	<i>Includes \$13M SLU capital reserves; \$11M SLU O&M support; and various department lab remodels</i>	\$28,194,328
		\$0
		\$0
Faculty Start-Up Expenses	<i>Approximately 20 faculty in 5 departments</i>	\$5,828,288
(Please indicate # of FTE)		.
		\$0
Professional Development		\$0
		\$0
Recruitment	<i>Recruitment-related expenses for SoM departments. 16 departments have plans to hire 29 FTE's; 23 are approved RFA's (see attached schedules)</i>	\$3,064,503
(Please note discipline and # FTE)		\$0
		\$0
Research Initiatives	<i>Including research activities in Institute of Genetic Medicine, Comp Med Gnobiotic Facility, Global Health CFAR program, Microbiology and Physiology and Biophysics</i>	\$13,977,313
		\$0
		\$0
Student Aid & Waivers		\$0
		\$0
Temporary Salaries		\$0
(Including student employees)		\$0
		\$0
Other	<i>Staff and operations costs associated with research programs and department administration mainly in Genome Sciences and Microbiology</i>	\$2,219,238
(Please be specific)		\$0
		\$0
TOTAL		\$67,631,177