

FY 2024 Budget Hearing Agenda

Clayton State University

Institutional leadership should be prepared to address the following four agenda topics. One or two additional items for discussion may be added by the institution, if time allows.

1. Enrollment Management
2. Strategic Academic Program Alignment
3. FY23 Budget Update and FY24 Budget Planning
4. Use of Data to Drive Decisions
5. [Data Cookbook 3.3.4???](#)
- 6.

FY 2024 Budget Narrative

Clayton State University

Executive Summary – please provide an overview of the critical points of your budget narrative in a two page (maximum) executive summary.

THIS IS NEW. WE COULD HAVE 3 MAIN AREAS PREPARE 2 PARAGRAPHS AND THEN MERGE/REWRITE FOR NARRATIVE.

FY 2024 Budget Narrative

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1) Discuss enrollment trends during Fall 2020 to 2022. What are your enrollment projections for the next two years? Discuss factors impacting enrollment and discuss strategies for recruitment and enrollment. Differentiate trends across different campuses or instruction modality as relevant.

ERIC AND ALL

2) Discuss enrollment trends for non-traditional student populations. Specifically address steps your institution is taking to increase the enrollment of adult learners. What percentage of dual enrollment students enroll at your institution after high school, and what steps are taken to retain these students?

ERIC AND ALL

3) What steps has your institution taken to review existing academic programs for alignment with the institution's mission, industry needs, and budget capacity? Discuss your review of enrollment patterns, program productivity, course schedule efficiency, or other metrics. What actions have been taken to address these findings?

JILL AND DEANS

4) How do programs under consideration for inclusion in your next Annual Academic Forecast align with labor market needs? Discuss any high impact practices planned for these programs.

JILL, ERIC, JEFF, AND DEANS

5) What data are analyzed at your institution to inform progress on student outcomes? How are these data shared with institution leadership and other stakeholders? Include in your discussion any specific software or technology used to monitor or report on the data. Discuss recent findings, and any actions that have been taken to expand successful areas or address areas for improvement.

ALL and JILL, ERIC, NAREM, DOLOPO

6) Discuss employee recruitment and retention. What departments of your institution have had the most difficulty in recruiting or retaining faculty or staff? What efforts are being taken to address these challenges? If your institution has conducted any recent compensation studies, please discuss the findings of this study. Include the cost impact and whether your institution has budgeted any funds towards this study in FY23 or

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plan to in FY24. *(Remember to consult with the USG Office of Human Resources prior to implementing any compensation changes related to these studies.)*

[ALL -submit info](#)

7) What is the financial impact of the actual fall 2022 enrollment achieved at your institution? Describe the enrollment assumptions used in the original budget and the subsequent changes in revenue (increase or decrease) as compared to the original budget. What actions are being taken adjust your FY23 budget based on your actual enrollment? Discuss both E&G and auxiliary funds.

[CORLIS, AKWAI, SCOTT & PLANS FROM AUX. HEADS](#)

8) Provide an update on potential actions to address projected FY24 revenue changes for state funds and tuition. Due to FY22 credit hour production at your institution, you have been provided a reduced state funds revenue target for FY24. Use the attached template to list specific actions you may take to reduce expenditures. Projected changes in tuition revenue should be based on enrollment projections for next year.

Increased tuition revenue due actual FY23 enrollment exceeding budget may be incorporated into your plans for FY24. Do not include estimated growth in future years to offset expense reductions.

[CORLIS, AKWAI, & SCOTT AND ALL WILL NEED TO COMPLETE DATA](#)

9) Discuss the key financial metrics that explain the financial health of your institution, using the June 30, 2022 annual financial statements as the basis. This discussion should include, at a minimum, trend data for cash, reserves, and student receivable balances. Include other key financial measures or ratios you find important and use charts and graphs as necessary. Discuss any material audit findings.

[CORLIS, AKWAI, & SCOTT](#)

10) Discuss the financial health of your Auxiliary Enterprise, Athletics, and Student Activities funds. Include an update on the status of the Public Private Venture (PPV) projects at your institution. Specifically note any enterprises or projects that have operated in a deficit and actions to address. Describe expenditure trends, reserve balances, major capital repairs, and the anticipated coverage ratio of your PPV projects in the current year. Include in your discussion any anticipated requests for fee increases or need to draw from the capital liability reserve.

[JEFF & STEPHANIE – PPVS AND STUDENT ACTIVITIES](#)

[POLLY - UHS](#)

[RYAN & MIKE MEAD - ATHLETICS](#)

[JULIE & NORMAN – OTHER AUX.](#)

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11) Is your institution currently participating in or considering any shared services agreements with other USG institutions or local governments? Please describe if so. What functions at your institution may benefit from a shared service, even if not currently under consideration? Are there any support services institution leadership would like to see performed by the Shared Services Center, Information Technology Services, or other units of the University System Office?

ALL – WILL NEED TO CONSIDER AND ASSIST.

12) Please provide any additional information necessary to understand your institution's strategic outlook and critical risks or significant opportunities that are not already addressed in this narrative or the data sheets.

ALL – WILL NEED TO CONSIDER AND ASSIST.