

BOARD OF REGENTS BRIEFING PAPER

1. **AGENDA ITEM TITLE:** Handbook Revision – Budget Transfers

MEETING DATE: September 9-10, 2021

2. BACKGROUND & POLICY CONTEXT OF ISSUE:

Recommendation to update the language pertaining to transfers between functions for State Appropriation and Self-Supporting budgets. Budget transfers can be found in the BOR Handbook, Title 4, Chapter 9, Section C, Subsection 2.5c.

3. SPECIFIC ACTIONS BEING RECOMMENDED OR REQUESTED:

Recommend the following revision to Section 2.5c:

5. Transfers

...

c. Budget transfers between functions of more than \$500,000 of State Appropriated or Self-Supporting Budget Funds must ***be reviewed and approved by the institution President, or designee and reported to*** ~~[reviewed/approved by]~~ System Administration. A quarterly report will be provided to the Board of Regents.

4. IMPETUS (WHY NOW?):

The Finance Department within System Administration is not staffed at a level to perform timely reviews of these transactions. The needs and complexities of the institutions have grown to the point that they need the flexibility to respond to quickly changing environments and circumstances.

5. CHECK THE NSHE STRATEGIC PLAN GOAL THAT IS SUPPORTED BY THIS REQUEST:

- Access (Increase participation in post-secondary education)
- Success (Increase student success)
- Close the Achievement Gap (Close the achievement gap among underserved student populations)
- Workforce (Collaboratively address the challenges of the workforce and industry education needs of Nevada)
- Research (Co-develop solutions to the critical issues facing 21st century Nevada and raise the overall research profile)
- Not Applicable to NSHE Strategic Plan Goals

INDICATE HOW THE PROPOSAL SUPPORTS THE SPECIFIC STRATEGIC PLAN GOAL

While this proposed change does not directly support an NSHE strategic goal, the proposed change supports the ability of the institutions to meet NSHE strategic goals through allowing greater responsiveness to changing needs and conditions.

6. BULLET POINTS TO SUPPORT REQUEST/RECOMMENDATION:

This update will allow the President or designee of an institution to review and approve transfers between functions of more than \$500,000 of State Appropriation or Self-Supporting Budget funds before reporting to System Administration.

7. POTENTIAL ARGUMENTS AGAINST THE REQUEST/RECOMMENDATION:

N/A

8. ALTERNATIVE(S) TO WHAT IS BEING REQUESTED/RECOMMENDED:

No Alternatives.

9. RECOMMENDATION FROM THE CHANCELLOR'S OFFICE:

10. COMPLIANCE WITH BOARD POLICY:

Consistent With Current Board Policy: Title # _____ Chapter # _____ Section # _____

Amends Current Board Policy: Title # IV Chapter # 9 Section # C

Amends Current Procedures & Guidelines Manual: Chapter # _____ Section # _____

Other: _____

Fiscal Impact: Yes _____ No X

Explain: _____

POLICY PROPOSAL

Title 4, Chapter 9, Section C

Financial Policies: Operating Budgets

Additions appear in *boldface italics*; deletions are [~~stricken~~ and bracketed]

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Section 2. Financial Policies

...

5. Transfers

- a. The transfer of expenses from non-state to state budgets after May 1 must be approved by the institution President with appropriate supporting justification and reported in an annual summary to the Board of Regents.
- b. The Presidents have authority to transfer funds into or out of each budget subject to policy guidelines of Title 4, Chapter 9(c), Section 2, Subsections 4 and 10, and state appropriation restrictions.
- c. Budget transfers between functions of more than \$500,000 of State Appropriated or Self-Supporting Budget Funds must be reviewed *and approved by the institution President or designee and reported to* [~~approved by~~] System Administration. A quarterly report will be provided to the Board of Regents.