



BOARD OF REGENTS OF THE UNIVERSITY OF TEXAS SYSTEM

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September 10, 2002

Mr. Wayne Roberts  
Director, Office of Budget and Planning  
Office of the Governor  
State Insurance Building  
1100 San Jacinto, Fourth Floor  
Austin, Texas 78701  
INTERAGENCY MAIL

Mr. John Keel  
Director, Legislative Budget Board  
Robert E. Johnson Building  
1501 North Congress, Fifth Floor  
Austin, Texas 78701  
INTERAGENCY MAIL

Dear Mr. Roberts and Mr. Keel:

On behalf of the Board of Regents and as required by Article IX of the current General Appropriations Act, it is requested that you approve an increase in the authorized number of full-time equivalent (FTE) employees for selected components of The University of Texas System as set forth on Attachments A and B.

Attachment A is the recommendation by the U. T. Board of Regents, Finance and Planning Committee which was approved without objection by the Board of Regents in regular session on August 8, 2002.

Attachment B sets forth for each component institution the justification for the increased number of FTEs and the source of funds for their compensation.

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Authorized FTE numbers listed in the Appropriations Act for FY 2003 equal the number budgeted by the institutions in FY 2001. In general, therefore, current estimated numbers of **FTEs** for FY 2003 in excess of the numbers listed in the General Appropriations Act represent faculty and other personnel necessary to implement new or expanded programs and items of appropriation provided by the 77th Legislature.

General academic institutions received additional funding from the 77th Legislature that requires additional faculty and staff beyond the 2001 staffing levels to be fully utilized. Additionally, the FTE limit for The University of Texas at Brownsville does not include the staff necessary to operate under the contractual arrangement with Texas Southmost College.

The three health institutions requesting approval of FTE levels in excess of FY 2001 budgeted levels are The University of Texas Southwestern Medical Center at Dallas, The University of Texas Health Science Center at San Antonio, and The University of Texas M. D. Anderson Cancer Center. U. T. Southwestern received a significant new appropriation for the Institute for Innovations in Medical Technologies from the 77th Legislature that has required additional faculty and staff. U. T. Health Science Center - San Antonio has experienced faster than expected growth in South Texas Border Initiatives and discovered an underreporting error in prior years that resulted in underestimating requested **FTEs** in the Legislative Appropriations Request. Additional **FTEs** at U. T. M. D. Anderson are a direct result of success in patient care and research programs and are funded from these sources.

Your approval of these employee increases will be greatly appreciated.

Sincerely yours,



**Francie** Frederick  
Counsel and Secretary  
to the Board of Regents

**FF/cjp**

Attachments

c: Chancellor Mark G. Yudof  
Executive Vice Chancellor Kerry Kennedy  
Vice Chancellor Tom Scott  
Assistant Vice Chancellor - Controller Randy Wallace

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bc: Mr. Alan Werchan

7. U. T. System: Request for Approval to Exceed the Full-Time Equivalent Limitation on Employees Paid from Appropriated Funds as Required by the General Appropriations Act of the 77th Texas Legislature, Article IX, Section 6.14

### RECOMMENDATION

The Chancellor concurs in the recommendation of the U. T. System Executive Officers and the presidents of certain U. T. System component institutions that the U. T. Board of Regents approve those institutions, as set forth in the table on Page 41, to exceed the number of full-time equivalent (FTE) employees for Fiscal Year 2003 that are authorized in Article III of the General Appropriations Act. Also, as required by Article IX, Section 6.14 of the General Appropriations Act, it is recommended that the U. T. Board of Regents submit a request to the Governor's Office and the Legislative Budget Board to grant approval for these institutions to exceed the authorized number of FTE employees paid from Appropriated Funds.

### BACKGROUND INFORMATION

The General Appropriations Act places a limit on the number of FTE employees paid from Appropriated Funds that an institution may employ without written approval of the Governor and the Legislative Budget Board. In order to exceed the FTE limitation, a request must be submitted by the governing board and must include the date on which the board approved the request, a statement justifying the need to exceed the limitation, the source of funds to be used to pay the salaries, and an explanation as to why the functions of the proposed additional FTEs cannot be performed within current staffing levels.

**The University of Texas System**  
**REQUEST TO EXCEED FULL-TIME EQUIVALENT (FTE) LIMITATION**  
**ON EMPLOYEES PAID FROM APPROPRIATED FUNDS**  
**(Article IX, Section 6.14 of the General Appropriations Act)**  
**Fiscal Year 2003**

Component	FTE Limitation	FTE Positions Requested	Requested Increase in Number of FTEs
U. T. System Administration	223.80	258.40	34.60
U. T. Arlington	1,921.50	2,047.00	125.50
U.T. Brownsville	294.20	759.90	465.70
U. T. Dallas	1,163.50	1,304.80	141.30
U. T. El Paso	1,510.60	1,604.22	93.62
U. T. Pan American	1,257.00	1,394.35	137.35
U. T. Permian Basin	248.50	262.10	13.60
U. T. San Antonio	1,638.30	1,753.30	115.00
U. T. Tyler	353.30	393.30	40.00
U. T. Southwestern Medical Center - Dallas	1,669.50	1,739.50	70.00
U. T. Health Science Center • San Antonio	2,248.10	2,351.90	103.80
U. T. M. D. Anderson Cancer Center	7,861.40	8,859.40	998.00

**THE UNIVERSITY OF TEXAS SYSTEM  
LIMITATION ON STATE EMPLOYMENT LEVELS**

**Fiscal Year 2003**

**PRESENTATION TO  
THE UNIVERSITY OF TEXAS SYSTEM BOARD OF REGENTS  
FINANCE AND PLANNING COMMITTEE**

**July 2, 2002**

**The University of Texas System**  
**REQUEST TO EXCEED FULL-TIME EQUIVALENT LIMITATION**  
**ON EMPLOYEES PAID FROM APPROPRIATED FUNDS**  
(Senate Bill No. 1, Article IX, Section 6.14)  
**Fiscal Year 2003**

Component	S. B. 1 FTE Limitation	Estimated Average FTE FY2003	Requested Increase In Number of FTEs
U. T. System Administration	223.80	258.40	34.60
U. T. Arlington	1,921.50	2,047.00	125.50
U.T. Brownsville	294.20	759.90	465.70
U. T. Dallas	1,163.50	1,304.80	141.30
U. T. El Paso	1,510.60	1,604.22	93.62
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U. T. Permian Basin	248.50	262.10	13.60
U. T. San Antonio	1,638.30	1,753.30	115.00
U. T. Tyler	353.30	393.30	40.00
U. T. SWMC - Dallas	1,669.50	1,739.50	70.00
U. T. H.S.C. – San Antonio	2,248.10	2,351.90	103.80
U. T. MDA Cancer Center	7,861.40	8,859.40	998.00



**Request to Exceed FTE Limitation on Appropriated Funds  
The University of Texas at Arlington  
FY 2003**

<b>Function/Activity</b>	<b>Appropriated Funds FTE Increase</b>	<b>Source of Funds</b>	<b>Justification</b>
instruction New Faculty	A A 14	Educational and General	To achieve goals outlined in the THECB Closing the Gaps relative to participation, success, excellence and research by teaching more undergraduate and graduates with experienced and professional faculty. Additional research oriented and successful faculty have been hired in the Colleges of Science and Engineering from the funds provided by H.B. 1839 to work on Research Activities at UTA.
Instruction • New Graduate Teaching and Research Assts.	45.50	Educational and General	To achieve goals outlined in the THECB Closing the Gaps by placing more <b>GTAs</b> and <b>GRAs</b> in Masters and PhD. Programs. Additional <b>GRAs</b> will be hired in the College of Engineering and College of Science to work on the Research Activities funded from the H.B. 1839 Excellence Funding Allocations.
Student Services	22.64	Educational and General	To achieve Closing the Gaps goals relative to <b>UTA's</b> student recruitment and retention programs.
Institutional Support	13.22	Educational and General	To increase accountability and service for the University's customers. To provide increased safety and service to our student body.
<b>Total</b>	<u>125.50</u>		

**Request to Exceed FTE Limitation on Appropriated Funds  
The University of Texas at Brownsville  
FY 2003**

<b>Function/Activity</b>	<b>Appropriated Funds FTE Increase</b>	<b>Source of Funds</b>	<b>Justification</b>
TSC Contract	465.70	Education & General	<p data-bbox="1117 365 1753 633">To request allowability of FTE's associated and paid with the TSC Contract for Instruction, Academic Support, Institutional Costs and Student Services. All E&amp;G personnel of UTB and TSC are reported together in the FTE State Employee Quarterly Report.</p> <p data-bbox="1117 690 1753 868">The FTE Cap found in the Appropriations Bill includes UTB Personnel only, therefore, it is necessary to request authorization to exceed the limit.</p>
<b>Total</b>	<u>465.70</u>		

**Request to Exceed FTE Limitation on Appropriated Funds  
The University of Texas at Dallas  
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<b>Function/Activity</b>	<b>Appropriated Funds FTE Increase</b>	<b>Source of Funds</b>	<b>Justification</b>
Instruction New Faculty	77.80	Education and General	The increasing enrollment growth in all schools of the University and the increased size of the freshman class necessitates additional tenure/tenure-track faculty and senior lecturers. These additional faculty are needed to provide instruction, to retain UTD's quality of instruction and to maintain a reasonable faculty/student ratio.
Instruction Part-time Lecturers	10.30	Education and General	The request to increase part-time lecturers is to enrich the research and teaching functions of the University.
Instruction Teaching Assistants	19.70	Education and General	With the increased enrollment at the undergraduate level, an increase in Teaching Assistants is needed to continue to provide support of instruction.
Academic Support	5.50	Education and General	With the increased faculty, clerical and secretarial support is needed.
Student Services	15.00	Education and General	This would provide additional support staff due to the increased enrollment in the area of applications processed, in foreign credential evaluations, and in new legislative admissions mandates. This would increase the level of in-person and on-line service and technical assistance available to the students.
Institutional Support	13.00	Education and General	This would provide additional support and improve services in Police, Custodial Services, and Business Affairs.
<b>Total</b>	<b>141.30</b>		

**Request to Exceed FTE Limitation on Appropriated Funds**  
**The University of Texas at El Paso**  
**FY 2003**

<b>Function/Activity</b>	<b>Appropriated Funds FTE Increase</b>	<b>Source of Funds</b>	<b>Justification</b>
Border Health Research	21.69	Education and General	New program approved by 77th Legislature. Majority of FTEs are Research Assistants.
U.S. Mexico Immigration Center	0.50	Education and General	New program approved by 77th Legislature.
Entering Student Program	6.90	Education and General	To improve recruitment and retention of first-time, transfer and returning students. The majority of the FTEs are for student leaders (wage support).
Academic Advising	4.00	Education and General	To improve recruitment and retention of first-time, transfer and returning students.
Graduate Program Enhancement	29.53	Education and General	The majority of the FTEs are needed for graduate program support and for graduate student support for the College of Business Administration, Engineering, Liberal Arts, Health Sciences and College of Science.
Institutional Support	31 .00	Education and General	Positions are needed for increasing demands in support of Accounting, Financial Services Purchasing, Institutional Advancement. 80% of the FTEs are for facility maintenance and custodial support.
<b>Total</b>	<b>93.62</b>		

**Request to Exceed FTE Limitation on Appropriated Funds  
The University of Texas - Pan American  
FY 2003**

<b>Function/Activity</b>	<b>Appropriated Funds FTE Increase</b>	<b>Source of Funds</b>	<b>Justification</b>
University Office of Teach Certification, College Social & Behavioral Sciences, Learning Assistance Center, Office of Sponsored Projects, Office of Information Technology, University Construction/Planning Office	6.50	Education and General	To provide administrative support services.
Building/Structural Maintenance	1.00	Education and General	To provide events control services to University staff and faculty.
Grants & Contracts Accounting Office	2.00	Education and General	To provide skilled craft/technical services to expanded campus facilities.
Border Consortium - UTEP	1.00	Education and General	To provide accounting services to Grants & Contracts office.
Valley Border Health	0.25	Education and General	Grant account ended-institutional funding changed from 75% to 100%.
Student Financial Aid	1.00	Education and General	To provide administrative services to Program staff.
Day Care Center	1.00	Education and General	To provide additional financial services to students.
University Office of Teach Certification	1.00	Education and General	To administer new employee and student children Day Care Center.
Academic Retention	1.00	Education and General	To administer Teacher Certification Office formerly supervised by faculty member.
General Support Staff	43.00	Education and General	To administer new Writing Center.
Teaching Assistants	29.90	Education and General	Overall campus and facilities growth Various temporary/part time construction/maintenance/clerical employees.
Various Additional Faculty	46.70	Education and General	Additional part time teaching assistants to cover increase in enrollment.
<b>Total</b>	<b>137.35</b>		Additional full time and part time faculty to cover increase in enrollment and expansion of programs.

**Request to Exceed FTE Limitation on Appropriated Funds  
The University of Texas of the Permian Basin  
FY 2003**

<b>Function/Activity</b>	<b>Appropriated Funds FTE Increase</b>	<b>Source of Funds</b>	<b>Justification</b>
Instruction - Faculty/ Instructional Staff		Education and General	Additional faculty/instructional staff are needed to meet enrollment goals and existing growth
Student Services	2.0	Education and General	Provide additional student services including admissions, financial aid, student support services
Physical Plant	1.5	Education and General	Meet goals of enhanced campus environment
Academic Support	1.5	Education and General	Provide services for distance education and on- campus program support
Institutional Support	1.0	Education and General	Enhance Institutional Research and Community Outreach functions
<b>Total</b>	<b>13.6</b>		

**Request to Exceed FTE Limitation on Appropriated Funds  
The University of Texas at San Antonio  
FY 2003**

<b>Function/Activity</b>	<b>Appropriated Funds FTE Increase</b>	<b>Source of Funds</b>	<b>Justification</b>
Instruction New Faculty	25.0	Education and General	Need for increased faculty for new PhD programs and to continue efforts to increase total SCH taught by tenured faculty.
Institutional Support/DOE	25.0	Education and General	Reorganizations and additional FTE hired in VPSA, Inventory Office, Budget Office, Human Resources, and Development Office. Six new FTE for Police, including Officers, Guards and shuttle bus drivers New Director of Development and 2 new College Development Officers. Increased departmental support
Institutional Enhancement	7.0	Education and General	Additional FTE for LT., security and student services at Downtown Campus due to increased enrollment.
Student Services	13.0	Education and General	Reorganization in Student Affairs, restructuring of Admissions and Registrars Office due to increased enrollment. Increase in Financial aid and Scholarship Office
Operation & Maintenance of Plant	10.0	Education and General	Additional staff due to new buildings
Research	35.0	Education and General	Increase in Graduate Student Support
Total	<u>115.0</u>		

**Request to Exceed FTE Limitation on Appropriated Funds  
The University of Texas at Tyler  
FY 2003**

<b>Function/Activity</b>	<b>Appropriated Funds FTE Increase</b>	<b>Source of Funds</b>	<b>Justification</b>
Instruction - New Faculty	24.0	Education and General	To facilitate completion of downward expansion. Provide adequate faculty for teaching of freshman and sophomore classes.
Student Services	10.0	Education and General	Provide additional student services such as counseling, career guidance for growth in students due to downward expansion and enrollment management efforts.
Instructional Support	4.0	Education and General	Provide additional administrative services due to due to downward expansion and enrollment management efforts.
Physical Plant Support		Education and General	Provide additional facility management services due to additional buildings and growth factors.
<b>TOTAL</b>	<u>40.0</u>		

**Request to Exceed FTE Limitation on Appropriated Funds**  
**The University of Texas of Southwestern Medical Center at Dallas**  
**FY 2003**

<b>Function/Activity</b>	<b>Appropriated Funds FTE increase</b>	<b>Source of Funds</b>	<b>Justification</b>
Institute for Innovations in Medical Technology - Faculty	32.0	Education and General	The increase will provide faculty to pursue research and technology development for the newly funded Institute for Innovations in Medical Technology Program during the current biennium.
Institute for Innovations in Medical Technology Classified	38.0	Education and General	The increase will provide technical & support staff to pursue research and technology development for the newly funded Institute for Innovations in Medical Technology Program during the current biennium.
<b>Total</b>			

**Request to Exceed FTE Limitation on Appropriated Funds  
The University of Texas Health Science Center at San Antonio  
FY 2003**

<b>Function/Activity</b>	<b>Appropriated Funds FTE Increase</b>	<b>Source of Funds</b>	<b>Justification</b>
instruction ▪ Faculty	35.0	Education and General	With the implementation of People Soft we
Classified	15.0		discovered a problem in our old programs that gave
			us our FTE counts. This caused reported and
			estimated FTE's for LAR to be understated.
			Additional funds not required.
South Texas Border Initiatives	53.8	Education and General	South Texas Border Initiatives have accelerated at a
			faster pace than expected. In order to fulfill our
			mandate to provide these <b>services</b> additional FTE's
			are required.
<b>Total</b>	<b>103.8</b>		

**Request to Exceed FTE Limitation on Appropriated Funds  
The University of Texas M. D. Anderson Cancer Center  
FY 2003**

<b>Function/Activitv</b>	<b>Appropriated Funds FTE Increase</b>	<b>Source of Funds</b>	<b>Justification</b>
Research	151.64	Estimated Other Educational & General and Patient Income	To provide our research programs with financial support and resources to grow and prosper.
Hospital & Clinics Activities	686.97	Estimated Other Educational & General and Patient Income	To continue to provide our standard of care and service to our increasing number of patients and to improve our capacity to deliver cancer care.
Institutional Support	68.95	Estimated Other Educational & General and Patient Income	Provide the infrastructure to effectively manage the resources and information systems needed to support our mission areas.
Physical Plant	90.44	Estimated Other Educational & General and Patient Income	To provide support for the additional facilities and infrastructure that support our patient care and research.
<b>Total</b>	<b>998.00</b>		