Before We Begin...

We are recording. Attendees have been placed on mute.

If you have questions for the presenters, use the Q&A function.

We will address questions at the end of each presentation.

If you want to talk with other participants, please use the chat.
Welcome

J. Michael Gower
Executive Vice President - Chief Financial Officer
University Treasurer
Today's Agenda

Nimish Patel, Associate Vice President and Chief Procurement Officer

Anne Gutsick, Associate Director, Travel Card Program, Procurement Services

Michael Philips, Manager, Travel Program, Procurement Services

David B. Moore, Associate Vice President and Chief Budget Officer

Ask the Expert Sessions
Immediately following Town Hall, via separate Zoom meetings
Travel Program Journey

THE EVOLUTION OF THE RUTGERS TRAVEL PROGRAM

Nimish Patel
Associate Vice President and Chief Procurement Officer

Anne Gutsick
Associate Director, Travel & Card Programs, Procurement Services

Michael Philips
Manager, Travel Program, Procurement Services
Travel Program Journey

Rutgers Travel Program – “Imperative for Change”
<table>
<thead>
<tr>
<th>Institution</th>
<th>Travel Booking Tool/Process</th>
<th>Airline Contracts</th>
</tr>
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<tbody>
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<td><strong>Rutgers</strong></td>
<td>NO*</td>
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<tr>
<td>Wisconsin</td>
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</table>
Travel Program

COVID-19 hit in early 2020

• Reacted on short notice to ensure safety for students, faculty, staff, and others in our ecosystem

Partnered with Academic Affairs, Rutgers Global, Risk Management, others

• Developed comprehensive end-to-end process for all university travel with strong emphasis on safety

Continue to assess needs and build a universitywide program

• Engaged consultants (TCG and Huron Consulting) and completed a baseline diagnostic
• Conducted a comprehensive request for proposal and compiled business process review
• These informed the working group on future of travel services at Rutgers
Travel Program

WHERE WE WERE IN 2019

• Decentralized and unmanaged travel program
• Policy compliance
• Duty of Care
• Payment method
• Four small travel agencies
• Inability to negotiate contracts with airline and hotel suppliers
Travel Program

WHY CHANGE?

• Struggles when traveling in isolated areas
• Cost outlay by employees between time of purchase & reimbursement
• Only Big 10 university without a managed program
• Best practice
Participant Poll
Travel Program

WHAT IS A WORLD CLASS TRAVEL PROGRAM?

• Streamlined travel booking process tailored for Rutgers
• Increased visibility for Duty of Care (traveler safety and security)
• Comprehensive, global customer service 24/7/365
• Enhanced discounts on air, hotel, and rental car suppliers
• Financial and business intelligence reporting
• Increased policy compliance
Travel Agency

Selection Process

- Request for Information
- Request for Proposals (RFP)
  - Travel Agency Presentations
  - Evaluation Committee
- Award
RFP Committees

Core Committee
- Anne Gutsick
- Susan Panacek
- Trish Reynolds

Extended Team
- Theresa Fronckowiak (RU–C, Chancellor’s Office)
- Laura Hart (RU–NB, School of Mgmt. and Labor Relations)
- Wendy Stellatella (RU–NB, School of Environmental and Biological Sciences)
- Mary Tamasco (RU–N, Chancellor’s Office)
- Diana Uveges (RU–NB, Student Affairs)

Evaluation Team
- Erin Cuomo (Central, Institutional Planning and Operations)
- Jason DiPaolo (RU–NB, School of Arts and Sciences)
- Justin DiPoto (Athletics)
- Ben Fan (Central, Study Abroad)
- Amy Lina (RU–C, Chancellor’s Office)
- Nicole McCray (RU–N, Rutgers Business School)
- Lori Nesta (Athletics)
Focus Group Conversations

• Athletics
• Audit and Advisory
• Controller’s Office
• Risk Management
• Study Abroad
Travel Program

ACCOMPLISHMENTS

- Travel agency implementation
- Online booking tool implementation
- Supplier agreements (airline, hotel and car rental)
Airline Suppliers

[Logo of United, Air Canada, Lufthansa, ANA, Brussels Airlines, Austrian, Swiss, Air New Zealand, British Airways, Iberia, Finnair, JAL, Southwest, Delta, SkyBonus]
Participant Poll
Hotel Suppliers
Travel Program

ACCOMPLISHMENTS

- Integration with Duty of Care supplier, OnCall
- Webinars, training materials, FAQs
- Travel website updates
Travel Program

FUTURE STATE

• End-to-end process from booking to expense reporting
• Cornerstone – Expense Management
• Expand credit card program
• Update travel policy and websites
• Reporting to campuses
Comments or Questions?
Fiscal Year 2023 Budget

David Moore
Associate Vice President and Chief Budget Officer
Rutgers’ annual budget reflects the values of the university in fulfilling its core priorities of outstanding teaching, research, service, and clinical care, while providing the best academic experience for our students.

The university’s $5.1 billion fiscal year (FY) 2023 total budget is a statement of our priorities, a statement of our values, and a recognition of the fiscal limitations we face together.
This budget spends $5.1 billion on what is most important.

- 77.3% is spent on our core missions of student instruction, research, public service, and patient care.
- 15.2% is spent on administration, operations, and maintenance.
- 4.8% is spent on auxiliary enterprise.
- 2.7% is spent on Athletics.
This budget spends $5.1 billion on what is most important.

- **Classroom instruction and academic support** includes faculty compensation and staff support for academic units, libraries, and deans' offices: $1.6 billion, or 32.3%

- **Student services and scholarships** include financial aid admissions and social/cultural events: $588.2 million, or 11.6%

- **Sponsored research and other sponsored programs** include funds spent on research associated with federal, state and nongovernmental grants and contracts: $655.6 million, or 12.9%

- **Public service, extension, and patient care** include agricultural extension programs, delivery of health care, support for health clinics, and community services provided throughout the state: $1.0 billion, or 20.5%
This budget spends $5.1 billion on what is most important.

- **General Administration** includes support for central administrative offices such as research administration, finance, human resources, procurement, legal, and the office of the university president: $533.6 million, or 10.5%

- **Operations and Maintenance** of all Rutgers buildings include insurance, fuel, upkeep, and utility costs: $241.4 million, or 4.7%

- **Auxiliary Enterprise** includes housing and dining operations as well as parking and transportation costs: $241.9 million, or 4.8%

- **Athletics** includes the 24 men’s and women’s Division 1 sports programs at RU-New Brunswick: $135.9 million, or 2.7%
Participant Poll
Total University Revenues – FY 2023 Budget

Where does the funding come from? That, too, is a statement of our values.

* Miscellaneous Sources include: Auxiliary Enterprise, Student Aid, Athletics as well as Endowment and Investment Income.
FY 2023 Budget

Tuition and Fees
FY 2023 Tuition, Fees, Room and Board

Our aim is to keep Rutgers among the most affordable major public research universities in our peer groups.

The FY 2023 budget includes a 2.9% increase in tuition and a 2.9% increase in mandatory fees for most undergraduate and graduate programs.

Prudent budgeting and careful attention to expenditures have allowed us to strike a tuition rate increase that is nearly two-thirds below the current rate of inflation.
FY 2022 Tuition and Fee Comparators

In-State Undergraduate New Brunswick & Comparators – Big 10 Public Institutions
FY 2022 Tuition and Fee Comparators (cont.)

In-State Undergraduate
Rutgers Camden, Rutgers Newark & Comparators - New Jersey Senior Public Institutions

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<tr>
<td>NJIT</td>
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FY 2022 Rutgers Room and Board

- NEW BRUNSWICK
  - Housing: $8,000
  - Dining: $5,000

- NEWARK
  - Housing: $9,000
  - Dining: $4,000

- CAMDEN
  - Housing: $10,000
  - Dining: $3,000
Keeping Rutgers Affordable
Affordability

By combining substantial financial aid from the University with qualifying state and federal aid programs, the typical first-year, in-state Rutgers student paid less than the published tuition rate during the academic year 2020-2021.

Average net price for Rutgers' first-year, in-state students receiving scholarship/grant assistance. Total costs include tuition, fees, and other expenses. Figures shown are impacted by commuter/resident mix at each location.
Participant Poll
Rutgers University Budget Process

**Budget Planning (July-December)**

- **Unit Budget Preparation**
  - UBO provides guidance to central and Chancellor Cost Centers (CC)
  - Central and local CCs begin developing budgets

- **Review and Recommendations**
  - Review central CC budget with Budget Advisory and University Budget Committees
  - Decisions made, allocation letters sent to central CC to complete budgets

**Budget Development (January-June)**

- **RCs Budget Development and Consolidation**
  - RCs develop budgets, prepare for Chancellor meetings
  - Chancellor Offices submit RC budget to UBO, review with EVP-CFO for univ. consolidation
  - Proposed budget for next fiscal year presented to F&F Cmte. and Board of Governors

**Acronyms**

- CC – Cost Center
- EVP-CFO – Executive Vice President-Chief Financial Officer
- F&F – Facilities & Finance
- RC – Responsibility Center
- UBO – University Budget Office
State of New Jersey Budget Process

**Budget Development (July-March)**

**Agency Budget Preparation**
- Governor/OMB review priorities, update economic forecast, set preliminary revenue estimates
- Rutgers generates and submits Budget Initiative Form requests

**Review and Recommendations**
- Governor/OMB review, analyze agency budget requests; develop recommendations
- Governor makes final decisions, introduces budget to Legislature

**Budget Deliberation (February-June)**

**Legislative Action**
- Review, analyze budget
- Review, analyze revenue estimates
- Review, analyze, refine recommendations for appropriations

**Gov. Review**
- Gov. signs, vetoes/returns to Legislature with amendments
- Gov. signs final Appropriations Bill into Law

**Acronyms**
- Gov. – Governor
- OMB – State of NJ Office of Budget and Management
Comments or Questions?
Thank You!