



TEXAS TECH UNIVERSITY

Office of the President™

MEMORANDUM

DATE: November 20, 2019

TO: TTU Deans and Department Chairs

FROM: Lawrence Schovanec, President  
Michael Galyean, Provost  
Noel Sloan, CFO

RE: Summer Enrollment Growth

Summer 2020 will begin the next counting period for state funding; thus, as planning for the summer session continues, we want to remind you of the importance of growing our summer enrollments. Base summer funding and "above-base" funding has been included in college budgets made available September 1 rather than waiting for the spring term. As a starting point, we distributed \$7 Million on September 1 that had previously been allocated as "above-base" funding in the spring term.

We based the \$7 Million allocations on prior year requests and a 3-year average of weighted semester credit hour production during the summer session by the colleges. The objective was to provide the funding as part of the normal budgeting process, received September 1, as departments and colleges are in the best position to evaluate and maximize summer course offerings. Additionally, funding based on enrollment growth as well as funding for the Provost's Strategic Enrollment Grants will be available.

Although we are not using the traditional above-base funding approach in which colleges and departments request additional funding based on adding courses with an enrollment sufficient to meet the required number of students (10 for undergraduate courses and 5 for graduate courses), we want to ensure that such courses can be taught and that our summer enrollment is maximized. Thus, as you develop departmental budgets for summer teaching, please share with your Dean's offices any challenges that would seem to limit your ability to provide adequate funds to teach such courses. Dean's offices should forward these requests on to the Office of the Provost and the Office of the Chief Financial Officer.

Thank you for your proactive and continuous efforts to maximize your summer enrollments.