Copy of President's Briefing Book

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1. Purpose – The President's Briefing Book tab provides a summary of the Executive Dashboard's metrics on the university's revenue and expenses, school designated fund balance, student headcount, faculty and staff, and sponsored programs.

2. Fact Amounts –

   • School’s Revenue and Expense: This chart shows the operating revenues and expenses for each school at the category level. Operating revenues and expenses include undesignated funds and management designated funds.
     • Revenue – For the purposes of showing net tuition, financial aid is treated as a contra-revenue. Other revenue includes all auxiliary income, income from the School of Medicine for cost recovery, dental clinic income, and other miscellaneous income.
     • Expense – Personnel expenses are in four distinct categories: faculty, adjunct, administrative/technical, and fringe benefits. Student and clerical employment, both union and non-union, are included in the administrative category. Non-personnel expenses are shown separately.

   • School Designated Fund Balance: The school designated fund balance is the remainder of the fund balance after the "net addition to/(use of) fund balances." The "opening fund balance" is equal to the closing fund balance of the prior year and is calculated after final close. In most cases projects in our management designated fund (fund 20) are considered "unrestricted" while our endowment and gift funds (funds 21 and 22) are considered "restricted."

   • Student Headcount: The total student headcount displayed matches the all university registration total in the official fall census report issued by the Office of Institutional Research. All students enrolled at NYU on the fall census date are included as well as the medical school. Consortium and Global Exchange students and those maintaining matriculation or on leave are excluded. The "official headcount total" is the number reported in IPEDS. International and non-credit students are excluded from that reporting.

   • Faculty and Staff: The faculty and staff counts are of filled full-time and part-time positions on record from the most recent November 1. Employees are classified by the PeopleSync job family by their primary position. Tenure-track faculty include library faculty with curator titles.
     • Included – Graduate student employees and all primary active open positions, counting employees on leave and off of the payroll on November 1, are included. Because of these inclusions, the numbers exceed the official headcount submitted to IPEDS. In particular, the counts display a significant number of adjuncts who held a position as of November 1 but were not currently teaching and therefore were not on payroll.
     • Note – Most graduate student employees are in the “academic staff” category and a few are employed as adjuncts.
     • Excluded – The School of Medicine, NYU Abu Dhabi, and NYU Shanghai are excluded as well as undergraduate student workers and casual employees.

   • Sponsored Programs –
     • Active Research and Other Grants – This includes grants with project end dates greater than the first day of the fiscal year.
     • Funding Request and Proposal Count – These metrics include all projects submitted for funding through the Cayuse system.
     • Direct and Indirect Expenditures – The totals include total sponsored program expenditure during the current fiscal year in active research and other grants as defined above.
     • Federal and Other Grant Expenditure – This classification is based on the original sponsor. Expenditure from a federal grant to another university on which NYU is a subcontractor is classified as federal.

3. Examples –

4. User Notes – Please note that the “Sponsored Programs Grand Totals” for the given year reconciles with the “Sponsorship Program Expenditure Year-To-Date” graph in the Sponsored Programs tab of the Executive Dashboard. In addition, the student aid/loan amount and “final” expenditure year-to-date period have been excluded.

5. Additional Reports – Two links on this page provide access to additional information

   • The “Link to Departmental Metrics Dashboard” (linked at the top left) contains school and department level detail on faculty, publications, sponsored programs, students, and teaching.
The "Link to Factbook" (linked beneath "Student Headcount") contains information on enrollment and degrees conferred, average tuition and fees, graduation and retention rates, and employee counts.