



The University of Texas Rio Grande Valley™

DIVISION OF FINANCE & BUSINESS AFFAIRS NEWSLETTER

ISSUE 1 | FALL 2025



"Finance is our job. Serving is our heart."

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FROM THE DESK OF OUR EXECUTIVE VICE PRESIDENT & CFO

Dear Vaqueros,

I am pleased to share the Division of Finance & Business Affairs launch of its inaugural quarterly newsletter. This new communication effort is intended to serve as an informative and timely resource for institutional leadership and colleagues across the university.

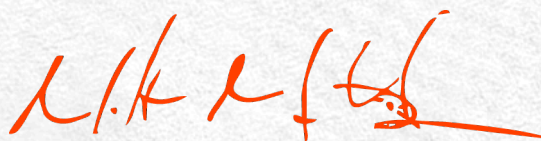
The newsletter will highlight important updates, provide guidance on business, and operational matters, and share insights on the work our Division is doing to support UTRGV's mission of excellence in education, research, healthcare, community service and most importantly the success of our students.

As stewards of the University's financial and operational resources, we recognize the importance of transparency, collaboration, and shared understanding. This newsletter is one of several efforts to improve communication and ensure that our executive and campus partners are well-informed on key initiatives, policy updates, fiscal planning, student safety and operational matters critical to UTRGV's continued growth and success.

We look forward to sharing the first edition with you and welcome your feedback as we work to make this a valuable and effective tool.

Thank you for your continued support and leadership.

Best,



Michael A. Mueller
Executive Vice President for Finance and Business Affairs
Chief Financial Officer
The University of Texas Rio Grande Valley



MEET THE DIVISION OF FINANCE & BUSINESS AFFAIRS **LEADERSHIP**

STEWARDSHIP • SERVICE • STRATEGY



Michael Mueller

Executive Vice President
for Finance and Business
Affairs & CFO



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Vice President for Campus
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Budget & Planning



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President for Finance &
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Alex Valdez

Chief Procurement
Officer



Kevin Crouse

Chief Information Security
Officer



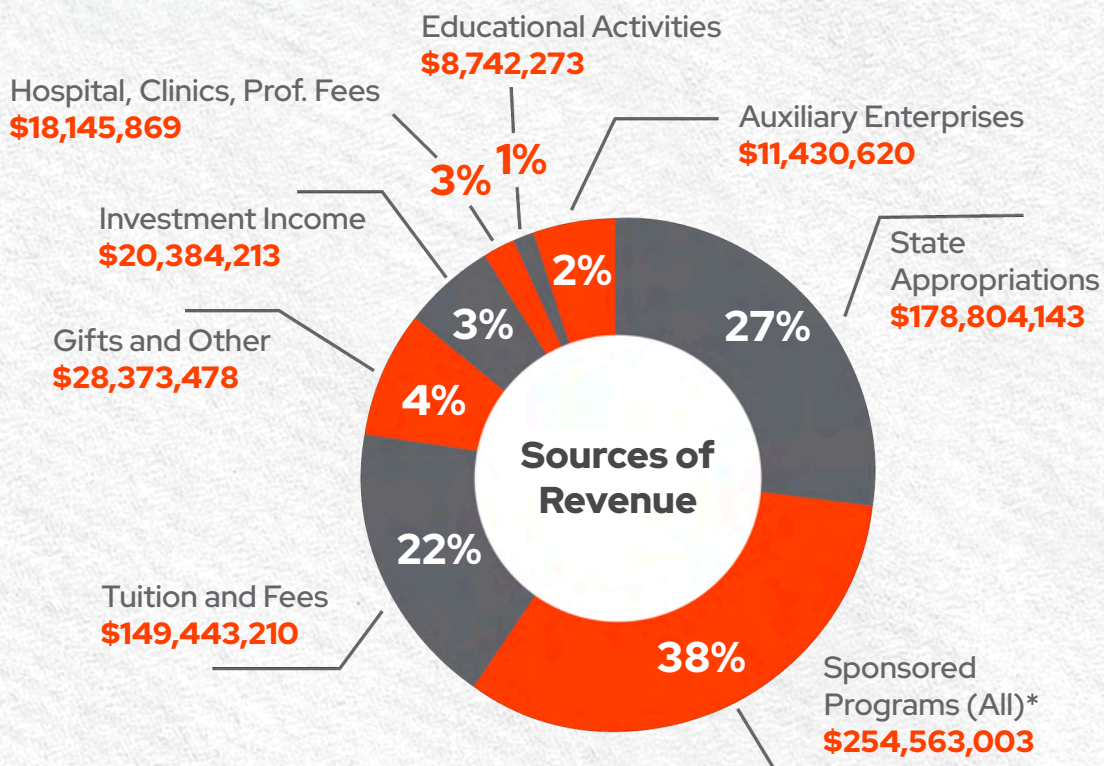
Frank Zecca

Interim Chief
Information Officer

BUDGET & PLANNING

The **Planning & Analysis office** at UTRGV is an experienced ten- person team serving as the core for the university's allocation of **strategic resources** and **financial planning efforts**. By coordinating and developing the annual operating budget and biennial Legislative Appropriations Request (LAR), this office ensures all financial decisions align with UTRGV's priorities. Additionally, the office leads the tuition and fee setting process, manages accurate staffing within the budget, and ensures every position is fully funded and authorized.

Planning and Analysis not only manages budgeting, but they also empower **campus decision-making** through in-depth financial analysis and transparent reporting. The office provides tailored budget guidance for administrators, delivers presentations to deans, faculty, and students, and collaborates with academic and administrative units to resolve budget issues. The office also engages with student leaders and the broader community, promoting understanding of budget processes and **facilitating access to the public**.



FINANCE & FISCAL REPORTING

The UTRGV **Finance & Fiscal Reporting department** ensures the financial integrity through **transparency** and **efficient accounting practices**. Through dedicated fiscal stewardship, we help safeguard the university's financial resilience.

Our Accounting & Reporting unit serves UTRGV by:

- Managing core financial operations
- Maintaining an accurate general ledger
- Ensuring compliance with Generally Accepted Accounting Principles (GAAP)
- Adhering to state and federal regulations
- Complying with UT System policies



By effectively managing these areas, the unit supports the production of key financial reports, including UTRGV's Monthly and Annual Financial Reports, which reflect the university's overall financial health.

The Payroll & Tax Compliance Office:

- Oversees payroll processing for all employees
- Manages the PeopleSoft timekeeping system
- Ensures IRS employment tax compliance
- Delivers accurate W-2 and 1098-T tax forms



INFORMATION SECURITY

The **Information Security Office (ISO)** is the protective shield safeguarding all university data, ensuring seamless access to essential services across campus and around the world. We uphold the confidentiality, integrity, and availability of UTRGV's systems while complying with the numerous regulations including:

- ◆ Health Insurance Portability and Accountability Act (HIPAA)
- ◆ Family Education Rights and Privacy Act (FERPA)
- ◆ European Union General Data Protection Regulation (EU-GDPR)
- ◆ University of Texas System Policy 165: Information Resources Use and Security Policy (UTS 165)
- ◆ Payment Card Industry Data Security Standard (PCI)
- ◆ Cybersecurity Frameworks (NIST, CMMC, and TX-RAMP)

We safeguard UTRGV's digital infrastructure through:

Policy Development & Enforcement

Risk and
incident
response
management

Identity Governance

Oversee
identity, risk,
and compliance

Real-time Monitoring & Threat Detection

Detect threats in
incident responses,
education, and
workforce development

Secure Data Handling

Ethical protection of
sensitive data within
digital environments

INFORMATION TECHNOLOGY

The Information Technology (IT) department drives innovation and efficiency by delivering services that **enhance learning**, **streamline operations**, and support **strategic goals**.

Services provided by IT are:

- ◆ Enterprise & Business Systems: Managing CORE platforms like PeopleSoft, e-signature workflows, and other financial tools.
- ◆ Communication Tools: Reliable email, calendars, video conferencing, and campus bulletins.
- ◆ Teaching & Research Support: Multimedia classroom tech, hands-on training, and secure computing resources for ALL disciplines.
- ◆ Device & Network Services: Full tech support for desktops, laptops, mobile devices, printers, and VoIP.
- ◆ Software Access: Over **1,200 approved titles** via the Company Portal and searchable inventory.

Since September, we've resolved **10,000+ service tickets** and upgraded **88%** of campus machines to Windows 11. With over **2,300 devices** replaced since May 2024, we're modernizing UTRGV's digital landscape, one system at a time.

CAMPUS OPERATIONS

UTRGV Campus Operations plays a pivotal role in shaping the university's physical environment to support its academic mission and strategic growth. Campus Operations is responsible for overseeing campus development, managing construction projects, safety, and ensuring that facilities meet the evolving needs of students, faculty, and staff.

Some of the most notable efforts in this unit include managing major capital projects such as new academic buildings, renovations, and infrastructure upgrades. These projects are guided by a strong commitment to **innovation**, **accessibility**, and **sustainability**. To explore them further, visit our [Campus Operations Newsletter](#) for project spotlights, timelines, and behind-the-scenes updates..

Campus Operations Manages:



Planning & Construction



Campus Auxiliary Services



Campus Police



Campus Facilities Operations



Sustainability



Emergency Management



Environmental, Health, Safety, and Risk Management



Clery Reporting



Real Estate



Institutional Space Planning

PROCUREMENT OFFICE

The Procurement Office transforms every transaction into an investment in UTRGV's future, ensuring that **integrity**, **strategy**, and **efficiency** guide our path forward – providing a protective layer to UTRGV's financial integrity.

In purchase orders, **13,800+** are processed annually, totaling an estimated **\$234 million** to guarantee every department has the necessary resources to thrive.

In contracts, currently 311 are managed, representing **\$103.9 million**, safeguarding university interests.

In Historically Underutilized Businesses (HUB) Engagement, **\$7.2 million** was spent to promote economic prosperity.



Every transaction reflects our dedication to **service**, **stewardship**, and **operational excellence**.



TREASURY, STUDENT & FINANCIAL SYSTEMS

The **Treasury Office** plays a vital role in safeguarding the university's financial integrity. Our team of technical and functional experts ensures that every report, dashboard, and financial analysis is **accurate, reliable**, and **timely**. In addition, the office manages the university's banking relationships and oversees all aspects of cash handling to ensure funds are received, safeguarded, and disbursed in accordance with established policies and best practices.

By delivering this level of precision and accountability, we provide the foundation for data-driven decisions that support **strategic planning, operational efficiency**, and **long-term financial sustainability** across these five key areas for UTRGV:

- **Bursar Office:** To offer payment processing and cashier services on and off campus.
- **Facilities Finance & Capital Budgeting:** Supports **126 active capital projects** totaling over **\$870 million**, providing monthly data for facilities management.
- **Financial Systems:** Integrates Banner, PeopleSoft, and OPUS into Axiom, processing **117 million+ data rows**. Axiom delivers automated reports, dashboards, and forecasting tools for strategic planning.
- **Financial Management Services:** Manages payments, reimbursements, and asset tracking per State Property Accounting guidelines.
- **Student Accounting Services:** Oversees billing, emergency loan collections, and third-party awards.



WHERE YOUR DOLLAR GOES

Where institutional funds go:

E&G Funds (State Funds): Support instruction, faculty salaries, academic programs, and student services.

Designated Funds: General university operations, including tuition set aside for student financial assistance (required by law).

Restricted Funds: Donor/sponsor-directed, used for specific research or activities.

Auxiliary Funds: From services like dining, dorms, athletics, parking, etc.

Plant Funds: Reserved for future infrastructure and facility needs.



Student-Centered Investments

Student success is the top priority, with resources reallocated for maximum impact.

UTRGV maintains affordable tuition, even as national trends show increases.

"A core priority for UTRGV is to provide educational opportunities that are affordable."

Our budget process is precisely engineered towards:

- ◆ Strategic Goals
- ◆ Student Success
- ◆ Resource Optimization
- ◆ Multi-Year Salary program



Did you know?

The budget process is built to align with UTRGV's strategic vision and includes 5 to 10-year financial planning.

SIGNIFICANT DATES



FY 26 INVENTORY CERTIFICATION
12/12/25



**KNOWBE4
TRAININGS
AS ASSIGNED**



**FINANCIAL
RECONCILIATION
MONTHLY**



**TIMECARDS
MONTHLY**



TAX STATEMENT & W-2
FINALIZE EARLY SPRING 2026



**BUDGET
SUBMISSIONS
6/2026**



LEGISLATION APPROPRIATION REQUEST (LAR)
LATE SPRING 2026 | FINAL LAR SUBMISSION IN OCT

ACKNOWLEDGEMENTS



Michael Mueller
Executive Vice President
for Finance & Business Affairs
& CFO



Isabel Saldana
Administrative Manager
for Finance & Business Affairs



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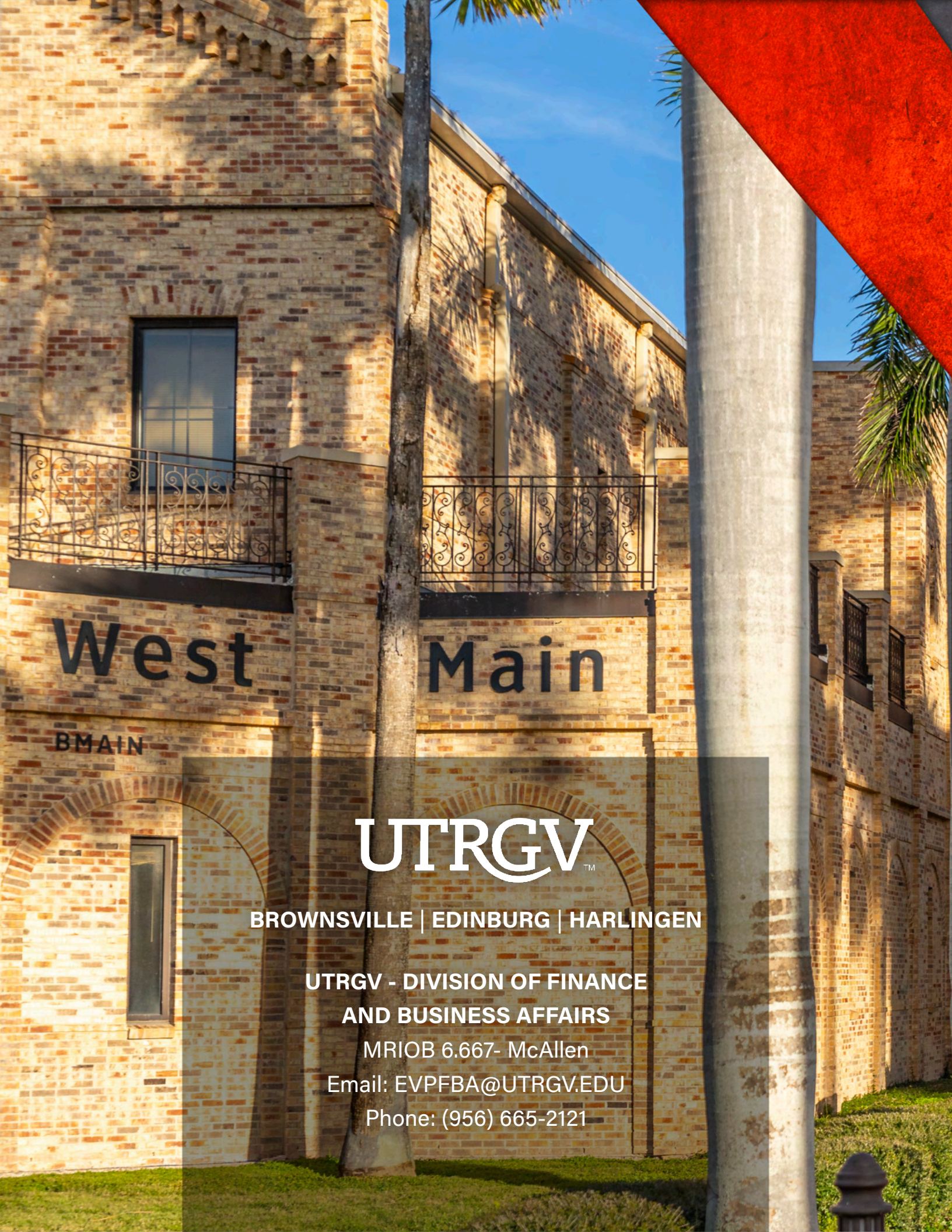
Emma Garcia
Content Writer

CELEBRATE WITH US



**THANK YOU FOR ALLOWING US
TO SERVE OVER 29,000 EMPLOYEES
AND 125,000 STUDENTS AND COUNTING**



The background of the entire page is a photograph of a multi-story brick building. The words "West" and "Main" are printed in large, dark, sans-serif letters on the brick facade. Below "West" is a smaller sign that says "BMAIN". There are arched windows and balconies with ornate metal railings. A palm tree trunk is visible in the foreground, and a large red diagonal shape is in the top right corner.

West

Main

BMAIN

UTRGVTM

BROWNSVILLE | EDINBURG | HARLINGEN

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