

Date: February 23, 2010

To: President Wiewel
Vice President Roy Koch
Vice President Richard Knight (interim)
Vice President Chip Lazenby
FADM Council

From: Vice President Lindsay A. Desrochers

Cc: Michael Fung, University Budget Director

Re: University Budget Process 2010-11

To follow up with the memo sent to campus earlier this month, this letter provides budget instruction for the 2010-11 unit budget process for the administrative units outside OAA.

As we mentioned in the previous memo, there are factors (second year of the biennium, passage of the tax measures, current special legislative session, and the recent projection of state revenue shortfall, etc.) influencing this process. Therefore, the University is approaching the 2010-11 budget planning process with a simplified, optimistic, yet cautious approach.

As part of our practice of budget and planning process in recent years, the University Budget Team (UBT) is asking the administrative/support units to review the activities of their units in relation to the larger mission of the institution and particularly their support role in relation to the University's strategic initiatives (sustainability and student success). The University Budget Team welcomes strategic budget investments should there be any additional discretionary resources available. These strategic investments will focus on the following institutional priorities:

- Addressing compensation issues and other salary adjustments,
- Supporting student success with a particular focus on improving retention and the overall student experience,
- Enhancing the infrastructure required to expand institutional resources,
- Supporting efforts to increase externally funded research, and
- Rebuilding support services capacities.

At this time, Director Fung and I are scheduling meetings with individual units to discuss the FY2010-11 budget process with strategic investment focus. Please be prepared to discuss your budget issues, concerns and needs for potential strategic investments at the meetings.