

DRAFT – For Discussion Only

February 27, 2009

TO: President Richmond
Humboldt State University

FROM: University Budget Committee (UBC)

RE: UBC Response to the President on the President's and Vice Presidents' 2009/10 Budget Proposal for Humboldt State University

In response to President Richmond's charge to the UBC, the UBC offers the following commentary on the President's and Vice Presidents' *2009/10 Budget Proposal for Humboldt State University*:

We commend the President and Vice Presidents for jointly presenting their draft budget plan to the UBC on January 30, 2009 and for the conservative planning assumptions in the budget. This year's conservative plan will provide HSU with flexibility to address funding uncertainties allocated to HSU from the State level. We also commend the proposed use of differential cuts, rather than pro rata cuts by division, and are hopeful that these differential cuts will indeed help us to expand our student enrollments and meet the goals of the WASC accreditation.

We recommend that if actual enrollments exceed the enrollment budget, then the additional enrollment fees and tuition be added to the list of one-time funds available to the *University One-Time Cash Reserves* pool.

Based on information provided by you and the vice presidents, we accept that these divisions have an appropriate plan to manage their budget reductions. We offer the following specific observations for each division:

- a) Academic Affairs: The reduction strategy memo for Academic Affairs that was distributed to the committee by Provost Snyder provided us with comfort and understanding of how the reduction would be handled in Academic Affairs. We accept the Provost's plan.
- b) Administrative Affairs:
- c) President's Office: We accept the relatively small dollar amount cuts to the President's Office as manageable.
- d) Student Affairs:
- e) University Advancement: We accept the relatively small dollar amount cuts to University Advancement as manageable.

We agree with the initiative to add additional Institutional Research capacity at HSU as a key to a successful WASC reaccreditation. Moreover, we recommend that HSU maximize and enhance its existing IR resources and structures, rather than "starting from scratch" with a newly minted Office of Institutional Research. However, we would like to see a comprehensive plan for the IR initiative.

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We were split on our support of the proposal to authorize a \$500,000 *President's Initiative Reserve* of one-time funds. Some UBC members supported the Reserve, while others preferred keeping these funds in the *University One-Time Cash Reserves* pool. We would have liked to have received additional information on the likely types of allocations from this pool. However, we agreed to support the plan with the recommendation that a report be prepared for the UBC on how the funds were used. As noted in last year's UBC memo, we encourage the university to meet its Reserve goals as outlined in existing University Budget Policy, and support the \$1.5 million *University Contingency* reserve as an initial step toward achieving that goal.