

September 5, 2008

TO: The University Community

FROM: Brian Levin-Stankevich, Chancellor
Steven Tallant, Provost and Vice Chancellor, Academic Affairs
Beth Hellwig, Vice Chancellor, Student Affairs
Tom Dock, Acting Vice Chancellor, Administration, Finance and Facilities

RE: Call for 2008-10 Budgets Proposals

To achieve the vision for success outlined in the Centennial Plan, UW-Eau Claire's strategic plan for 2008-16, we must align our resources with our goals. To do this we are implementing a new budget process that engages faculty and staff and reallocates resources to our priorities. The University will be transitioning into the new model over several years.

This fall we begin the process with this call for proposals. Faculty and staff are invited to submit proposals through respective chairs and directors. If you have a proposal that supports our Gold Arrow priorities, you are encouraged to consult with your supervisor. The proposal form and a detailed timeline are attached.

During this first year, our program and services evaluation (PEEQ) will also take place, which will help the university develop academic and divisional plans. In coming years those plans will help departments, units, colleges and divisions make reallocation decisions, as we align our programs and services in the direction we want.

Read the full budget process report at:

<http://www.uwec.edu/Chancellor/stratPlan/upload/BudgetProcess0809.pdf>. The report includes budget principles and assumptions, a narrative description of the new process, a diagram and timeline, and answers to frequently asked questions.

Proposals fall into one of four categories:

1. 2008/09 One-time "Quick Wins". A fund of \$250,000, created from carryover, provides one-time seed funding for "Quick Win" strategic initiatives that support our Gold Arrow priorities. (You can read about the gold arrow priorities on the strategic planning website). These initiatives will be implemented between January and June 2009. We expect these will generally be limited in scope but create a visible impact or support change. These proposals will move on an accelerated timeline, and the chancellor will announce the decisions in December.

2. 2009/10 BASE Budget proposals. We expect some incremental changes may be possible in the transition year. Recall that each proposal must also include a department/unit, college or division contribution, either through reallocation of resources, alternative revenue streams or external funding.
3. 2009/10 BASE PLUS ONE-TIME Budget proposals. We expect some proposals that will begin in 2009/10 might require more funds in the first year for start-up, and then on-going funds in following years.
4. 2009/10 One-Time proposals. Because we are implementing the process quickly, it may take more time to fully develop some ideas. Therefore, we will accept proposals now for consideration of one-time funding in 2009/10, with the recognition that availability of one-time resources will not be known until summer of 2009.

BUDGET PROPOSALS TIMELINE

2008/09 QUICK WINS Accelerated Timeline	2009/10 Base Budget 2009/10 Base + One-time 2009/10 One-time
<p>Individuals: Be sure to forward your materials to your Chair/Director in enough time to honor their deadline.</p>	<p>Individuals: Be sure to forward your materials to your Chair/Director in enough time to honor their deadline.</p>
<p style="text-align: center;">Student Affairs, Administration, Finance and Facilities, and Chancellor's Office:</p> <p><u>Academic Affairs:</u></p> <p>CHAIRS: submit materials to Deans by OCTOBER 15, 2008</p> <p>Directors: submit materials to Associate Vice Chancellors by October 15, 2008</p> <p>DEANS and AVC's: submit ranked proposals to the Provost by November 1, 2008</p> <p style="padding-left: 100px;">Directors: submit materials to Vice Chancellors by November 1, 2008</p>	<p style="text-align: center;">Student Affairs, Administration, Finance and Facilities, and Chancellor's Office:</p> <p><u>Academic Affairs:</u></p> <p>CHAIRS: submit materials to Deans by OCTOBER 22, 2008</p> <p>Directors: submit materials to Associate Vice Chancellors by October 22, 2008</p> <p>DEANS and AVC's: submit ranked proposals to the Provost by November 15, 2008</p> <p style="padding-left: 100px;">Directors: submit materials to Vice Chancellors by November 15, 2008</p>
<p>Provost and Vice Chancellors will forward their ranked proposals for discussion November 15, 2008</p>	<p>Provost and Vice Chancellors will forward their ranked proposals for discussion December 15, 2008</p>
<p>Chancellor's Budget Council (Provost and Vice Chancellors) will meet with Chancellor to discuss 2008/09 QUICK WINS at the end of November</p>	<p>Chancellor's Budget Council (Provost and Vice Chancellors) will meet with Chancellor in January</p>
<p>Chancellor will announce 2008/09 Quick Wins by December 10, 2008</p>	<p>Chancellor will announce budget decisions February, 2009</p>