March 4, 2014

Campus Budget Advisory Committee
Sandy Hughes, OBIA
Tom Parks/Cindy Furse, Research
David Kieda, Graduate Studies
Marti Bradley, Undergraduate Studies
Frank Brown (CAD Representative)

Dear Colleagues:

You may be aware that we have had a group of campus leaders working this year to outline principles and processes to guide our main campus approach to budget and resource allocation in the future. This group is chaired by Henry White; the principles that they recommend are attached.

As a component of this effort, we will pilot the involvement of a Campus Budget Advisory Committee (CBAC) in this year’s budget process. The CBAC will be asked to review annual reports from each college – reports that outline college priorities, the use of resources to advance priorities, and strategies that the college would like to employ to strengthen their profile and/or promote student success. CBAC members will also be asked to attend budget meetings with each college (see attached schedule) and offer input and advice to the SVPAA on (a) resource requests made by the colleges, and (b) strategies and tactics that can assist the college in advancing academic priorities and financial vitality.

We are writing to invite you to participate in this pilot CBAC effort, given your role in campus leadership. We recognize that this will take a significant commitment of your time during a busy period of the academic year. It has been our experience that a CBAC process is beneficial in increasing knowledge of shared priorities around the campus, engaging support toward shared goals, and improving decision making and transparency on resource generation and use. A similar process is in place on many campuses and is currently in use in Health Sciences. The CBAC model is supported by the current Budget Principles and Processes working group.

We hope that you will be able to join us in this effort. Please let us know if you are unable to serve. Thank you for considering this request.

With best wishes,

Ruth Watkins

Cathy Anderson

RW:jj
Encl.