

February 7, 2001

CHANCELLOR GREENWOOD
DEANS
VICE CHANCELLORS
UNIVERSITY LIBRARIAN

Dear Colleagues:

Re: *Call for 2001-02 Resource Requests and Faculty Recruitment Proposals*

The long-term planning and budget process that the campus is engaged in will require the remainder of this academic year and a good portion of the next one to complete. I write now to provide guidance on how we will proceed with making decisions regarding new budgetary allocations for 2001-02 and to indicate how you may wish to pursue a request for funding.

In order to give the current campus planning process ample time to come to completion, I intend to make only minimal commitments of a permanent nature this year. This is done to make sure that all divisions are provided equal time to complete their planning in a considered and thoughtful way. However, I do not wish us to miss critical programmatic opportunities that may occur before the end of the planning process, and furthermore, there may be workload issues accruing to enrollment growth that may need to be addressed prior to the end of the planning process. I am thus willing to consider limited requests for funding that are well justified in terms of your unit's long-term planning.

Any new allocations for next year will be provided as one-time funding and viewed as forward funding in support of divisional priorities that will be integral to your long-range plans. These basic guidelines apply to faculty and staff recruitments, all operations funds, and any other budgetary requests that can be justified in terms of workload need and/or programmatic opportunity and initiative. The only exception to this will be the funding, for the academic divisions, of teaching assistant positions, which will be allocated on the basis of increased workload from new enrollment derived funds at the usual 44:1 student ratio. The allocation of new resources to support the continued expansion of initiatives funded over the past two annual budget cycles will also be viewed as forward funding against future divisional allocations.

Funding requests for 1) new activities, 2) the continued development of prior year initiatives, and 3) for the academic divisions, new faculty hiring should be compiled as a *Divisional Request for 2001-02 Funding* and submitted by March 30, 2001. Your request should be clearly justified in terms of workload and programmatic characteristics and be consistent with your divisional plans. If funding for new, one-time needs are requested, units should clearly justify why these items cannot be funded from existing divisional flexibility afforded by carry-forward balances, leave savings, and/or other fund sources. Requests for funding to continue the development of prior year initiatives need to be accompanied by an accountability report summarizing the current status and future plans of the activity, their relative priority within the division's long range plans and the degree to which they remain consistent with previously stated criteria, namely institutional objectives and unit goals¹.

The appropriate Academic Senate and administrative committees will review proposals for 2001-02 funding this spring. Final decisions will be made by the Campus Provost and communicated no later than June 2001. Consistent with earlier statements, I anticipate limited approval of any requests for new resources for 2001-02, and any allocations that are made will be regarded as forward funding against future permanent allocations resulting from the campus's long-range resource plan to be finalized in spring 2002.

¹ See 1999-2000 Budget Call and RFP

If you have any questions, please contact Meredith Michaels or Karen Eckert. Detailed guidelines for preparing faculty recruitment proposals are attached. Additional information regarding UCSC's resource planning and budget allocation process is available on the web at:
<http://planning.ucsc.edu/budget/rsrceplan/budproc.htm>.

I appreciate your cooperation as we transition from an annual budget process to one that addresses the challenges of our long-term future growth.

Sincerely,

John B. Simpson
Campus Provost and
Executive Vice Chancellor

Attachment

cc: Academic Senate Chair Anderson
Interim Vice Provost Brown
Associate Vice Chancellor Michaels
Committee on Planning and Budget
Department Chairs