



## CALIFORNIA STATE UNIVERSITY, LONG BEACH

Date: October 19, 2009

To: Vice Presidents Doug Robinson, Andrea Taylor,  
Athletic Director Vic Cegles, Executive Assistant Karen Nakai

From: Interim Provost Donald Para  
Vice President Mary Stephens  
Co-Chairs, Resource Planning Process (RPP)

Re: 2010-11 Budget Planning

The campus faces significant budget concerns for 2010-11. Although many events could change our prospects between now and next fall, the situation is so significant that we believe we need to start planning at this early date.

### Values, Mission, Vision, Priorities

In considering the challenging situation facing us next year, we remain committed to University values and priorities. Our values emphasize: Educational Opportunity, Excellence, Diversity, Integrity, and Service.<sup>1</sup> The campus has established five strategic priorities: Student Success, Academic Quality, Service Excellence, Campus Life, and Sustainable Environment.<sup>2</sup> Our mission and vision emphasize: “providing highly-valued undergraduate and graduate educational opportunities” and “changing lives...for a changing world.” We have articulated our core academic purpose: “...to graduate students with highly-valued degrees.”

In the past decade this campus has made remarkable strides. Graduation rates have doubled while diversity has increased, the faculty has brought distinction to the campus with scholarly and creative achievements, both community and global engagement have increased, and services have improved. Faculty, staff, administration and students are justly proud of The Beach and our accomplishments. We do not wish to retreat on these remarkable achievements. Our budget challenges may slow our progress, but we are determined to continue our rising excellence.

---

<sup>1</sup> <http://www.csulb.edu/about/>

<sup>2</sup> [http://www.csulb.edu/divisions/aa/planning\\_enrollment/documents/CampusGoals09-12j.pdf](http://www.csulb.edu/divisions/aa/planning_enrollment/documents/CampusGoals09-12j.pdf)

### Sharing Budget Information

Keeping the campus community updated and informed about our budget circumstances has been a priority. The October Academic Senate retreat will be devoted to budget discussion. The campus has a “Budget Central” web page with information accessible from the campus home page. The Division of Academic Affairs has created a web page to update faculty and staff about divisional budget planning and to solicit useful ideas.<sup>3</sup> Each vice president has been charged with keeping respective employees informed and organizing appropriate processes for discussion of budget.

### Planning Parameters

In an October 2, 2009 memo (Exhibit 1), Benjamin F. Quillian, executive vice chancellor and chief financial officer of the CSU, affirmed some key planning assumptions. Cuts made in 2009-10 will be permanent. Employee furloughs will be discontinued at the end of the current fiscal year. Campuses are expected to achieve but not exceed their enrollment targets. Campuses that exceed their enrollment targets will have all revenue associated with the over-enrollment subtracted from the 2010-11 budget allocation. Finally, the Board of Trustees will request that the State provide the CSU funding in the amount equal to a 10 percent increase in student fees. The RPP planning parameters are based on these assumptions and only differ from scenario one of the budget presentation on “Budget Central” due to the inclusion of additional fee revenues to reflect the Board of Trustees budget request.

Based on current information, RPP has defined planning parameters for 2010-11 that assign shares of the estimated \$20 million in budget reduction to divisions and an additional \$6 million in reductions related to reducing enrollment (see Exhibit 2). These are large reductions and the attached distribution of cuts is a very preliminary allocation that is made for the sole purpose of allowing divisions to start their planning process. All anticipated reductions must be handled as base budget cuts.

### Planning Process

Divisions are asked to develop plans for 2010-11 based on these parameters, using the division specific figures attached that equate to a base budget reduction of 8.8 percent. Vice presidents will be invited to describe their plans to RPP in early December, 2009. RPP does not expect these presentations to include a high level of detail. A template for your use to help with planning will be sent out soon under separate cover. RPP does request a clear sense of the effects of the cuts proposed:

- What services/programs/processes would be affected?
- What would be the consequences of the proposed changes?
- How would other campus units/customers be affected by the proposed changes?
- What is the best estimate of the number of positions that would be affected? Please delineate the number of vacancies versus filled positions that will be affected.

---

<sup>3</sup> [http://www.csulb.edu/divisions/aa/planning\\_enrollment/updates/2009/2009-10-06.html](http://www.csulb.edu/divisions/aa/planning_enrollment/updates/2009/2009-10-06.html)

These division proposals will be shared with the campus community in January and February so that comments can be solicited. Final budget reduction plans would then be developed by February 15, which is the date by which the University must provide a report on our 2010-11 anticipated plans to the Chancellor's Office as directed in the October 2, 2009 Benjamin Quillian memo (Exhibit 1). Please note that the due date of this report has changed from December 15, 2009 to February 15, 2010.

These parameters provide a basis for preliminary planning to address these massive reductions and are subject to revision based on changing circumstances. Division plans will be reviewed to assess consequences and adjustments may be made as appropriate. Final decisions lie with the president and will be based on recommendations coming from discussions within divisions, the academic senate retreat, input from the campus community, and discussions in RPP. We expect there will be many changes between now and next July, so this planning framework should not be considered the campus' final direction.

Vice presidents are requested to undertake appropriate activities to plan to handle the anticipated reductions in 2010-11.

Thank you very much.

Attachments:

1. Memo dated October 2, 2009 from Benjamin F. Quillian
2. CSULB 2010-11 Preliminary Planning Scenario
3. Budget Planning Calendar

cc: President Alexander  
Deans, Associate Deans, Department Chairs  
Academic Senate Executive Committee  
Staff Council Executive Committee  
Associated Students Officers  
CSULB Faculty and Staff Union Chapter Presidents  
Library Reserve Book Room  
Budget Central website: <http://www.csulb.edu/about/budgetcentral/>