

EXPLANATORY NOTES ON CONTENTS OF REPORT

MEMBERSHIP OF THE RESOURCE PLANNING PROCESS TASK FORCE

A representative committee of the campus leadership charged with the role of advising the President on matters related to the General Fund budget allocations for the coming fiscal year. The Task Force membership is comprised of two non-voting co-chairs, and ten voting members representing faculty, staff and student leadership. A representative of the staff unions, a representative of the California Faculty Association (CFA) Local Chapter, and the Director of Strategic Planning are invited to participate as observers.

RESOURCES AND REQUIREMENTS FORECAST

A forecast of the budget environment prepared by the Office of Administration and Finance provides the Task Force with the perspective of the University's 2003-04 General Fund budget outlook. The forecast is updated as new information becomes available.

BUDGET REDUCTION PLANNING

The description of the Task Force's recommended three-phased budget reduction plan.

ADDITIONAL CONCLUSIONS AND GENERAL RECOMMENDATIONS

A collection of additional conclusions and general recommendations prepared by the Task Force on a number of substantive issues.

APPENDIX:

2003-04 BUDGET OUTLOOK

A synopsis of the State, System and campus fiscal conditions for 2003-04. This is the context within which the campus budget planning has occurred and the basis for the Task Force recommendations.

SUMMARY OF BUDGET REDUCTION IMPACT STATEMENTS

A collection of the divisions' budget reduction plans that were presented to the Task Force. These statements include the qualitative and quantitative information describing the functions and service areas to be affected at the 4% budget reduction level. The hearings were followed by questions and discussion by the Task Force.

CAMPUS GOALS

A copy of the 2003 – 2006 Campus Goals.

ENROLLMENT DATA

A display of the actual student enrollments and faculty allocations for 2000-01, 2001-02 and 2002-03, as well as preliminary enrollment targets for 2003-04 based on Governor's proposed budget.

GUIDELINES FOR BUDGET SUBMISSIONS

A copy of the March 17, 2003 communication from the Task Force to the division heads outlining the guidelines to be used in the campus' 2003-04 budget planning process, along with some of the State and System budget information upon which the initial planning parameters were based.

SCHEDULE OF MEETINGS

A schedule of the 15 separate occasions on which the Task Force convened. Five working and planning meetings were held during February. Five separate open hearings for the operating divisions were conducted in March and April. Following the hearings, the Task Force met on six occasions for a total of 17 hours of deliberation.