

**CALIFORNIA STATE UNIVERSITY, LONG BEACH  
2004-05 RESOURCE PLANNING PROCESS**

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## **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 2004-05 General Fund budget outlook. The forecast is updated as new information becomes available.

### **RECOMMENDED BUDGET PLAN**

The description of the Task Force's budget reduction plan.

### **ADDITIONAL RECOMMENDATIONS AND SPECIAL REPORTS**

A collection of additional recommendations on a number of substantive issues, and a summary of the special reports presented to the Task Force.

### **APPENDIX**

#### **2004-05 BUDGET OUTLOOK**

A synopsis of the State, System and campus fiscal conditions for 2004-05. 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 8% budget reduction level. The hearings were followed by questions and discussion by the Task Force.

#### **CAMPUS GOALS**

A copy of the 2004 – 2007 Campus Goals.

#### **LONG-RANGE ENROLLMENT AND PHYSICAL MASTER PLAN**

A summary of the issues and recommendations associated with increasing the campus' enrollment ceiling, and possible changes to the campus Master Plan.

#### **ENROLLMENT DATA**

A display of the actual student enrollments and faculty allocations for 2001-02, 2002-03, 2003-04 as well as preliminary enrollment targets for 2004-05 based on Governor's proposed budget.

#### **BUDGET PLANNING STATUS REPORT**

A copy of the April 30, 2004 status report from the RPP Task Force to the campus community.

#### **GUIDELINES FOR BUDGET SUBMISSIONS**

A copy of the March 5, 2004 communication from the Task Force to the division heads outlining the guidelines to be used in the campus' 2004-05 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 22 separate occasions on which the Task Force convened. Five working and planning meetings were held during February and March. Five separate open hearings for the operating divisions were conducted in April. Following the hearings, the Task Force met on four occasions for a total of 13 hours of deliberation.

#### **GLOSSARY OF TERMS**

A collection of definitions of various terms and phrases specific to CSULB and the CSU used in the RPP document.