

## **Charge To University Budget Task Force**

The Budget Task Force will operate in a transparent and open manner with full disclosure of budgetary and accounting information necessary to provide accurate budget information to the faculty and the University community. Subject to the operational needs of the Task Force, most meetings should be open with times and locations of meetings posted in advance.

The University Budget Task Force is primarily a fact finding group with the charge to:

- A. Provide a full, detailed, and complete accounting of revenues and expenditures (e.g., by program center, all university expenses, mandatory benefit costs, etc.) over the past four (4) academic years (2002-03, 2003-04, 2004-05, and 2005-06) and the projected budget for the current 2006-07 and 2007-08 academic years. This should include an accounting of reserves and carry-over funds for the years noted above as well as identifying the likelihood and magnitude of reduced revenue in current and future years and unfunded expenditure increases in current and future years.
- B. Provide an assessment of whether a structural deficit exists in the University budget, and, if so, of what magnitude.
- C. Identify the reasons for significant increases and decreases in line item allocations over the period specified above.
- D. Identify additional questions that need to be addressed.
- E. Provide recommendations on the format and content of future public budget documents which would present clear and concise information to the campus community.
- F. Provide recommendations on the need for a University Budget Committee.
- G. Provide interim reports or updates on progress to the President, the Senate Executive Committee, and the campus community as deemed appropriate by the Task Force.
- H. Provide a final report to the President by early in the Spring Semester, 2007. This report will be distributed widely on campus after receipt by the President.