University of Alaska
Approved
FY09 Operating Budget Request Guidelines

The operating budget request guidelines serve as a tool for administration to prioritize requests directed at maximizing progress toward the Board of Regents' strategic goals, while simultaneously maintaining administrative and program efficiencies.

The state is setting its course for the next thirty years. The University of Alaska is a key element for the state's success through preparing the workforce, providing expertise and leadership in a variety of fields, and driving the competitive research industry in Alaska. UA is committed to meeting state workforce needs by responding immediately for the significant growth expected over the next five years as well as setting the foundation for the future. UA's competitive research capacity is remarkably situated to address state, Arctic, and global solutions particularly in climate change mitigation and adaptation and will gain prominence through International Polar Year activities.

Key strategies for workforce preparation include expanding access to Alaskans through supporting state level need-based financial aid initiatives, increasing student enrollment, and improving student success.

The UA operating budget request will include compensation and other fixed cost increases for maintaining existing programs and services. Most importantly, the request will be driven by the program enhancement priorities with continued emphasis on three themes:
- Preparing Alaskans for the state's high demand jobs
- Enhancing competitive research and taking advantage of UA's position for the International Polar Year and benefits of research as industry in Alaska
- Enhancing student success and college readiness

Campus program requests will be prioritized based on the degree to which they quantifiably enhance the campus and system's ability to meet stated performance goals. Performance goals are established for performance-based budgeting measures corresponding to the Board of Regents' UA Strategic Plan 2009 goals and state needs. Several UA program priorities requested in UA's FY08 budget that were not funded are key to meeting these performance goals and will be given priority in FY09.

Requests for administrative enhancements will be minimal and will be prioritized based on demonstrating cost savings or improved revenue capacity and service levels of significant importance to academic and research programs. Additionally, UA's information technology infrastructure and bandwidth will be maintained at a level necessary for program delivery, research, and administrative requirements.

In FY09 there will be added emphasis on performance-based budgeting and additional attention toward improving productivity, workload, and cost ratios. The following mechanisms will be used throughout the year to maintain UA's high standard of accountability and transparency:

- Performance-based budgeting and performance measure tracking
- Annual operating and management reviews
- Systemwide academic program planning and monitoring
- Accountability and sustainability program monitoring
- Systemwide internal and external reviews

All requests will be submitted using the electronic budget request form (available for entry the week of June 18th). Please be prepared to answer the following questions as part of the submission process.

1) Indicate which of the following three themes the program supports:

- Preparing Alaskans for the state's high demand jobs
- Enhancing competitive research and taking advantage of UA's position for the International Polar Year and benefits of research as industry in Alaska
- Enhancing student success and college readiness

2) Include the purpose of the program and the market demand the program meets.

- For instruction programs, include number of students affected and specific employer demand met.
- For research programs, include areas of state need met and external funding source (i.e. National Science Foundation).

3) Quantify the anticipated numerical impact of each request on each of the seven performance measures for each year in the period of FY09-FY13.

4) Demonstrate how the program optimizes existing capacity and expertise throughout the system.

5) Demonstrate quantifiably the impact this program will have on improving productivity, workload and cost ratios within the department, campus and MAU.

6) What investment, if any, is the department prepared to make in this initiative in addition to the funds requested from outside the present department budget.