



CALIFORNIA STATE UNIVERSITY, STANISLAUS

February 12, 2009

TO: Provost William Covino, Academic Affairs
Vice President Susana Gajic-Bruyea, University Advancement
Interim Vice President Suzanne Green, Business and Finance
Vice President Stacey Morgan-Foster, Student Affairs
Associate Vice President Carl Whitman, Information Technology

FROM: Ham Shirvani
President

SUBJECT: Division Budget Reductions for 2008-09

Upon recommendation from the University Budget Advisory Committee, and after consultation with a number of campus constituents, I've made the following decisions to move toward a balanced campus budget for 2008-09:

- The 2008-09 budget reduction proposals submitted by each division will be implemented as *one-time budget reductions*. Enclosed is the list of division reductions, and an update of the campus budget gap. These reductions will be applied to your Division funds after allocating funds from the pool of one-time Clearwire funds as follows:
 - Academic Affairs - \$1,000,000 to support the academic programs for winter and spring 2009;
 - Business & Finance - \$50,725 (\$34,983 in salaries, \$15,742 in benefits) to provide funding for two temporary employees to continue their assignments until June 30, 2009;
 - Student Affairs: -\$20,728 (\$14,410 in salary, \$6,318 benefits) to provide funding for one temporary employee to continue working until June 30, 2009.
- I am allocating the remaining \$1,400,000 of one-time Clearwire funds to cover the 08/09 General Fund budget reduction, which we were notified of in January. The one-time Clearwire funds are now exhausted and no longer available to address other campus budget issues.
- Because we have roughly \$422,000 of the original \$4.4 million budget gap still to be addressed this year, and because the CSU is managing costs from its own cash that is normally paid by the State, I want to remind you that we have both a hiring freeze and an expenditure slowdown that remains in effect. *It is imperative that you and your department administrators spend as little as possible in the remaining months of this fiscal year.* We will monitor our expenditure patterns to assess our effectiveness.

As always, your cooperation and support is very much appreciated.

Enclosure

cc: President's Executive Cabinet