

From: [Rex Fuller](#)
To: "WOU-Notice@wou.edu"
Subject: Budget process for 2019-20
Date: Monday, October 15, 2018 8:23:00 AM

Dear Colleague,

WOU's budget planning period for the 2019-20 academic year will be beginning soon. These past three years the leadership team and campus community spent considerable time planning for the next four years through the strategic planning process culminating in the adoption of **Forward Together**, the strategic plan for 2017-2023. This resulted in the following university wide strategic initiatives through 2023:

1. Student Success
2. Academic Excellence
3. Community Engagement
4. Accountability
5. Sustainability & Stewardship

Operating within these priorities, WOU begins university-wide participation in the 2019-20 budget planning process in October 2018. As part of any thorough and comprehensive budget process, we must proceed in a strategic manner to allocate the university's current and future resources to position Western for the future success of our students, faculty and staff.

It is the goal of the university to engage the entire campus in the budget process. Our focus areas for this fiscal year are:

1. **grow enrollment,**
2. **improve retention, and,**
3. **become the most affordable public university in Oregon.**

With this in mind, we are issuing a campus-wide call for new initiatives and efficiency ideas related to these areas.

A secure web-based form will be available to aid in submitting these proposals, accessed through the WOU Portal. Dr. Katherine Schmidt, UBAC co-chair, will be hosting an initiative proposal writing workshop in the beginning of November in order to assist our campus community. Any additional questions can be directed to our Budget Manager, Camarie Campfield.

This fall, the Tuition and Fees Advisory Committee (TFAC) will be working on tuition and mandatory fees recommendation for Academic Year 2019-20. In accord with HB4141, TFAC is comprised of faculty members, staff, students representing the ASWOU, and students representing historically underserved students.

The following timeline will allow sufficient time for strategic budget planning prior to Board of Trustee approval of the budget in June 2019.

November 1, 2018 – Initiative proposal training

November 16, 2018 – Initiative and efficiency idea proposals due.

December 2018 – UBAC and Cabinet review and forward recommendation to President of proposals to move to Phase 2.

January 2019 – Phase 2 initiative and cost-saving proposals due.

February 2019 – Finance/Budget officers meet with VP/Provost/Dean or Division Chairs/Directors of each major unit to validate roster and indicate the projected cost of such for the year, discuss proposed inflationary adjustments (if any) to unclassified/classified pay, student wages, OPE, S&S, and capital outlay budgets.

University Budget Advisory Committee (UBAC) and Cabinet review Phase 2 initiatives and forward recommendations to President.

March 2019 - Presidential decision on initiatives made with consideration of UBAC recommendations.

April 2019 - BOT approval of tuition rates for 2019-20.

June 2019 - BOT approval of budget for 2019-20.

For detailed 2019-20 Budget Planning Schedule click [here](#)

In closing, we want to thank the UBAC for its participation in the process and for your participation in preparing your budget requests for the upcoming year.


Rex Fuller

**Rex Fuller, President
Finance and Administration**
Western Oregon University

Forward Together

Ana Karaman

Ana Karaman, Vice President for
Western Oregon University

 Save a tree, don't print me.