The 2001-02 Resource Planning Process Task Force recommends to the President budget priorities for funding consideration in the coming fiscal year. These priorities respond to a number of urgent needs, including several ongoing requirements that were previously funded from non-base resources.

Based on the Governor’s original budget proposed to the Legislature in January, the campus General Fund budget would increase by approximately $24 million in the coming year (pending final budget action in July). A significant portion is earmarked for specific system-defined costs and campus mandatory expenditure requirements, leaving an estimated $8 million in discretionary funds available for campus priorities. After providing funding for faculty and support costs to accommodate the new enrollment and related workload demands, roughly $4 million will be available for the traditional budget proposal process. Recently, the Governor’s May Revise was issued reflecting reductions in campus funding for specific earmarks, e.g. compensation, high cost programs, deferred maintenance, and library. Fortunately, there were no reductions in enrollment growth funding which preserves the level of new discretionary funds for this campus.

CSULB will continue to experience enrollment growth in 2001-02 with increased workload that impacts the entire institution. The RPP Task Force recommendations include funding for all divisions to develop responsible plans for accommodating this demand. The funding plan consists of two discrete elements: (1) The Workload Model which identifies a base allocation of faculty resources to meet the targeted enrollment, and a base allocation to all divisions to accommodate non-faculty workload pressures, and (2) The Traditional Proposal Process which prioritizes budget recommendations based on division requests. The recommended priorities slightly exceed the current estimate of available funds in order to provide a contingency plan in the event additional resources become available. The most realistic estimate of funding based on the Governor’s May Revise would provide funding through Priority #28.

### SUMMARY OF BUDGET RECOMMENDATIONS

<table>
<thead>
<tr>
<th></th>
<th>Base</th>
<th>Non-base</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Workload Funding</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Faculty</td>
<td>$2,794,150</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Non-Faculty</td>
<td>$1,117,660</td>
<td></td>
<td></td>
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<tr>
<td><strong>Total</strong></td>
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<td>- 0</td>
<td>$3,911,810</td>
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<td><strong>Budget Proposals</strong></td>
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<td>$3,479,000</td>
<td>$4,690,000</td>
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<tr>
<td><strong>TOTAL Recommended Allocations</strong></td>
<td>$5,122,810</td>
<td>$3,479,000</td>
<td>$8,601,810</td>
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</tbody>
</table>

* Total recommended allocations exceed the current estimate of available funds by $690,000 in order to provide a contingency plan in the event the final budget differs from the planning estimate.
WORKLOAD FUNDING $ 3,911,810
The following allocations are recommended to address new workload issues associated with providing classroom instruction and support services. The base allocation of faculty resources reflects the campus’ commitment to provide students with needed classes and the opportunity to graduate in a timely manner. The base allocation for non-faculty workload allows divisions to determine optimal strategies for meeting campus needs and implementing multi-year funding plans within their existing base budget.

Faculty Resources for Targeted Enrollment - $ 2,794,150
A base allocation of $2,794,150 in faculty resources is recommended to accommodate the 2001-02 budgeted enrollment increase of 1,175 FTES. This allocation is based on the formula used by the CSU to fund faculty salaries, excluding benefits.

Funding to Accommodate Non-Faculty Workload - $ 1,117,660
A base allocation of $1,117,660 is recommended to address new workload using the 2000/01 original base budgets (adjusted for application processing) as the basis for an equitable pro rata distribution.

- Academic Affairs (excluding faculty) $ 466,064
- Administration and Finance $ 402,358
- Student Services $ 140,825
- Sports, Athletics and Recreation $ 42,471
- University Relations & Development $ 46,942
- President’s Office $ 19,000

BUDGET PROPOSAL PROCESS $ 4,690,000
The 2001-02 RPP Task Force recommends a ranked set of priority needs for funding consideration in the coming fiscal year. All of the priorities directly relate to at least one of the Mid-Range Goals, reflecting issues/concerns that are particularly significant for the coming two to three years. Recognizing that there are many more ongoing needs than there is available base-budget (permanent) funding, the Task Force has made specific recommendations for base and non-base funds.

1. New Faculty Assigned Time for Scholarly and Creative Activity - $300,000
The extremely heavy teaching loads in the CSU system have become a major impediment to hiring the particular candidates we would like to add to our faculty. For over a decade the Division of Academic Affairs has provided a one-course reduction in teaching assignments of all newly hired probationary faculty. In 2000-2001 President Maxson requested and the RPP Task Force recommended $300,000 to extend this commitment to a probationary faculty member’s second year of service. This second-year assigned time is earmarked specifically to support new faculty members’ scholarly and creative activities and thereby enable them to compete more effectively for internally and externally funded awards. With 68 new tenure-track faculty hired in 2000–2001, the cost of this commitment to reduce their teaching loads in their second year of appointment will be $600,000. The RPP Task Force recommends the continuation of a non-base allocation of $300,000 to help fund this commitment.

2. Library Acquisitions - $300,000
The Task Force recommends the continuation of a non-base allocation of $300,000 to help sustain the Library’s efforts to serve the University’s increasing instructional and research information needs, especially in the areas of journals and electronic databases.

13 Budget Priorities
3. **CMS Human Resources and Finance Operations Support - $196,000**
The implementation of Phase I Human Resources and Finances will require a significant amount of new workload, some of which has been accommodated by internal reallocations. To ensure that the campus community receives the expected level of support and benefits from the new systems and to minimize the shift of workload to departmental staff, the RPP Task Force recommends a base allocation of $196,000.

4. **Career Development Services, Students with Disabilities - $30,000**
The RPP Task Force recommends a base allocation of $30,000 to provide comprehensive services in the Career Development Center to students with disabilities. This funding is to ensure that students with disabilities are afforded the opportunity to participate in the full range of internship and employment opportunities made available to all students.

5. **Telefundraising Management System - $128,000**
The Annual Fund Alumni program has reached its maximum capacity under its current mode of operation. In order to ensure continuous growth of the program in dollars as well as in donors, the RPP Task Force recommends an allocation of $128,000 ($98,000 non-base and $30,000 base) to support the conversion to a new telefundraising management system. This investment in a new automated system will enhance our efforts with current donors and allow us to strategically approach our non-donors more effectively and efficiently, as well as expand our direct mail efforts.

6. **Faculty Travel - $150,000**
The RPP Task Force recommends the continuation of a non-base allocation of $150,000 to support faculty professional travel.

7. **New Faculty Start Up Funds - $400,000**
During the 2000-01 academic year, 106 tenure track faculty recruitments were authorized. Our ability to recruit well-qualified faculty is directly dependent on the ability to provide them with the resources needed to teach their courses and conduct instructionally-related research. Depending on the particular discipline, the first-year costs of hiring new faculty can range from $3,000 to $70,000 per new faculty member. With an expected 75% success rate for these authorized recruitments, the total estimated cost is about $750,000. Some of the funding that will be needed has already been accumulated from savings in the college budgets, but additional funds are required. Therefore, the RPP Task Force recommends a non-base allocation of $400,000 to complete the funding of this essential component of the faculty recruitment and retention process.

8. **Financial Aid / Cal Grant Regulatory Support - $80,000**
Beginning next fiscal year, the State’s Cal Grant Program will increase financial aid awards to our students by 37%. In addition, the Department of Education has implemented the last major component of the higher education reauthorization act that requires new monitoring activities and documentation for insuring the return of funds to the federal accounts and/or lender when students withdraw from the institution. The Task Force recommends a base allocation of $80,000 to assist with full compliance with these mandated financial aid program requirements.

9. **Mandated Fire Alarm Certification - $98,000**
Over the past few years, the campus has received funding from the CSU Fire and Life Safety Capital Project to upgrade alarm systems to meet the State of California regulations. State law
requires annual certification of these new systems at significant additional cost. In FY 2001-02, the digital upgrades for fire alarm systems will be completed in 39 campus buildings and require ongoing certification. Failure to comply with these regulations involves substantial penalties. The Task Force recommends a base allocation of $98,000 to cover this phase of certification costs.

10. Augmentation to New Faculty Assigned Time for Scholarly and Creative Activity - $300,000
The RPP Task Force recommends an additional non-base allocation of $300,000 to fund the remaining costs to support the scholarly and creative activities of second-year probationary faculty by reducing their teaching loads by one course in each semester.

11. Relocation and Renovation of Department Offices - $300,000
The campus is experiencing a shortage of faculty offices in some departments and excess in other departments. In order to maximize available space, the Division of Academic Affairs has designed a plan to move several departments. The Task Force recommends a non-base allocation of $300,000 to support this relocation plan during the summer of 2001. These moves will result in a net gain of 17 faculty offices, plus 2 department suites for the College of Liberal Arts, which has been seriously impacted for space on south campus.

12. College Operating Expense and Equipment - $400,000
The Task Force recommends that a base allocation of $400,000 for the operating expense needs in the colleges. Colleges have had inadequate funding for instructional supplies, office supplies, photocopying, small equipment items, and necessary repairs. With the University nearing enrollment impaction, it is critical that base budget support be provided to academic departments to meet known instructional costs.

13. Police Communications Center - $37,000
The existing radio console installed in the University Police Communications Center is obsolete and at the end of its useful life. This equipment is vital to the day-to-day police/security operations of the campus. The RPP Task Force recommends a base budget allocation of $37,000 to support a seven-year, cyclical replacement of this equipment and software support.

14. Library Acquisitions, Augmentation - $100,000
The Task Force recommends a base allocation of $100,000 to address the inadequacy of the Library’s materials budget to meet the campus community’s need for books, journals, and electronic indexes and databases.

15. Disabled Student Services, Mandated Services - $30,000
The population of students with disabilities is increasing consistent with overall enrollment growth. This has increased the costs associated with providing direct support services such as real-time captioning for visually impaired students and note-taking support for hearing-impaired students. The Task Force recommends a base budget allocation of $30,000 to meet this increased workload demand.

16. Groundskeeper – Athletic Fields - $32,000
The normal landscape maintenance schedule for the fields that support baseball, softball, soccer, track, and rugby is not sufficient for Division I intercollegiate athletics. Therefore, the RPP Task Force recommends a base allocation of $32,000 to provide additional grounds maintenance support for these facilities. The enhanced maintenance schedule will benefit the intercollegiate athletic recreation, Intramural, and club sports programs.
17. **Operate and Maintain New Building Equipment - $88,000**
The institution has made substantial investments in new building equipment over the past few years. The RPP Task Force recognizes the importance of preventive maintenance and recommends a base allocation of $88,000 to help fund maintenance backlogs.

18. **Scholarly and Creative Activity Committee Awards - $90,000**
The RPP Task Force recommends a base allocation of $90,000 to further expand the Scholarly and Creative Activity Committee (SCAC) awards program with two additional faculty positions in assigned time. This augmentation will support 20 additional research awards and will make a significant difference in furthering the scholarly mission of the university and keeping pace with the recent growth in the number of professionally active faculty. The SCAC awards program has a direct bearing on the quality of our instructional programs, competitiveness of faculty applications for external funding, and faculty morale.

19. **K-12 School Partnerships - $132,000**
The RPP Task Force recommends the continuation of a non-base allocation of $132,000 to maintain the University’s commitment to strengthen cooperative relations with K-12 schools. This allocation specifically supports the University’s involvement in educational reform efforts, such as the Long Beach Seamless Education Initiative and the SERVE Program.

20. **Campus and Student Initiatives - $200,000**
The RPP Task Force recommends a non-base allocation of $200,000 to support campus and student initiatives that are recognized by the Office of the President. This allocation is to acknowledge the important role that the Office of the President plays in supporting activities that advance the mission of the University.

21. **Affiliation and Teaching Agreements - $50,000**
The RPP Task Force recommends a non-base allocation of $50,000 to provide additional staffing in the Purchasing Office to administer and negotiate teaching affiliation agreements with school districts, medical care facilities, etc. Accurate and timely completion of these legal agreements is essential to our students enrolled in off-campus, experience-based learning programs.

22. **Faculty Promotions - $175,000**
The RPP Task Force recommends a non-base allocation of $175,000 to assist with the funding of anticipated faculty promotions and range elevations in FY 2001-02.

23. **Staff Training and Development - $75,000**
The campus-wide staff training and development program provides opportunities in professional development, communication skills, leadership development, individual effectiveness, customer service, and enhanced job skills. The Task Force recommends a non-base allocation of $75,000 to continue this valuable program.

24. **Retention and Graduation - $32,000**
The RPP Task Force recommends the continuation of a non-base allocation of $32,000 for the work that began last year to collect and analyze qualitative information about student retention and
graduation. This funding supports the continued implementation of an early warning system for at-risk students, conducting focus groups with select student populations, and conducting exit interviews with students who have left the University prior to graduation.

25. **College Communications - $100,000**
As enrollment increases and new faculty are hired, the colleges have experienced increased communication costs. The Task Force recommends a non-base allocation of $100,000 to assist with the projected deficit in telephone and postage expenditures.

26. **Faculty Travel, Augmentation - $50,000**
The RPP Task Force recommends an additional non-base allocation of $50,000 to support faculty professional development and travel needs. As the number of faculty scholars increases, this funding becomes even more critical to maintaining the scholarly productivity of our University.

27. **Assistant University Webmaster - $50,000**
The RPP Task Force recommends a non-base allocation of $50,000 to expand the ability of Public Affairs to develop, update, and revise individual web sites, as well as to provide assistance in continued development and maintenance of the university web site.

28. **Enrollment Services Phone Responsiveness - $43,000**
As enrollment has increased, student demand in vital service areas such as Financial Aid have outpaced enrollment growth. The RPP Task Force recommends the continuation of a non-base allocation of $43,000 to maintain the level of personal responsiveness to telephone inquiries from students and parents, which translates into a reduction in waiting time, busy signals, and abandoned phone calls.

29. **College Instructional Computing Labs - $150,000**
The RPP Task Force recommends continuation of a non-base allocation of $150,000 to help equip the college-based instructional computing labs with new workstations and software. This allocation is a supplement to the funding the college computer labs will receive from the Baseline, Access, and Training Support (BATS) funds.

30. **Alumni Programs Assistant - $27,000**
Building relationships with our alumni through Alumni Chapters and Clubs has been a successful element of our development efforts. The RPP Task Force recommends a non-base allocation of $27,000 to support the expansion of these alumni activities.

31. **Faculty Recruitment - $120,000**
Roughly 72 tenure track faculty recruitments will be conducted in FY 2001-02. Travel and on per recruitment are the responsibility of the individual colleges. The RPP Task Force recommends a non-base allocation of $120,000 to assist with these recruitment costs.

32. **Academic Affairs Facilities Support - $125,000**
The RPP Task Force recommends the continuation of a non-base allocation of $125,000 to assist academic departments with non-elective services subject to chargeback such as instructional equipment repairs, safety modifications, replacement of Group II equipment, vandalism repairs, and custodial services in performance venues.
33. **Assistant Soccer Coach** - $26,000  
The RPP Task Force recommends a non-base allocation of $26,000 to fund an assistant coach for the women’s soccer program.

34. **CMS Academic Personnel Operations Support** - $66,000  
The implementation of Phase I Human Resources will create a significant amount of new workload. To ensure that the campus community receives the expected level of support and benefits from the new system and to minimize the shift of workload to departmental staff, the RPP Task Force recommends a non-base allocation of $66,000. This funding will support a wide range of academic personnel services including processing all new academic hires, creating and maintaining employment records, facilitating the processing of Unit 3 compensation awards, and helping to coordinate ongoing training for end users.

35. **Afternoon and Evening Custodial and Grounds Services** - $122,000  
The use of campus facilities throughout the afternoons and evenings has increased dramatically and continues to grow in both the number of classes and activities. The RPP Task Force recommends a non-base allocation of $122,000 to provide afternoon and evening services for grounds, classrooms, and restroom facilities Monday through Thursday.

36. **Employee Housing and Mortgage Assistance Services** - $88,000  
The RPP Task Force recommends a non-base allocation of $88,000 to help provide a broad range of in-person and web-based housing and mortgage assistance information to faculty and staff.

*Total 2001-02 Recommended Budget Priorities*  
$8,601,810