

DATE: September 3, 2004

TO: Ted Kassier, Interim Provost, Co-Chair, ex officio
Gebe Ejigu, Vice Chancellor for Administrative Services, Co-Chair, ex officio
Renee Carter-Chapman, Vice Provost
Tom Case, Dean, College of Business and Public Policy
Paul Dauphinais, Director, Matanuska-Susitna College
Michael Johnson, Assoc. Professor & Chair, Educational Leadership, College of Education
Larry Foster, Past-President, Faculty Senate, Ass't Professor of Maths, ex officio
Jan Gehler, Dean, Community and Technical College
Chris Hall, President, USUAA, ex officio
Martha Hatch, Assoc. Dean for Finance & Facilities, College of Arts and Sciences
T. Bartlett Quimby, Professor & Chair, Dept. of Civil Engineering, College of Engineering
Steve Rollins, Dean, Consortium Library
Kim Stanford, President, Classified Council, Theater and Dance, ex officio
Jeff Welker, Professor and Director, ENRI
Maureen O'Malley, Chair, Faculty Senate Budget and Planning Committee, ex officio ,
Ass't Professor, School of Nursing, College of Health & SW
Soren Orley, Assoc. Vice Chancellor, Budget and Finance, ex officio Staff to Council
Gary Rice, Director, Institutional Planning and Research, ex officio Staff to Council

FROM: Elaine P. Maimon, Chancellor



RE: Planning and Budget Advisory Council (PBAC)

With thanks and appreciation for your willingness to serve, I write to confirm your appointment to the UAA Planning and Budget Advisory Council. I am establishing this Council to help us:

- Create effective linkages and relationships between our planning and resource allocation and utilization processes;
- Promote transparency and accountability in our priority setting, resource allocation and utilization decisions; and
- Ensure meaningful participation by appropriate leadership groups of our campus community in this critical administrative leadership area.

It is also my hope that through the Council's deliberations, initiatives, and activities, UAA can successfully design processes, systems, and structures for strategic allocation of resources that would help us achieve sustainable excellence.

More specifically, the Council's charges and expectations will include the following:

1. Provide overall guidance and leadership on the continuous improvement and refinement of UAA's planning and budgeting processes, systems, structures policies, and practices;
2. Provide guidance and direction on the continuing implementation and refinement of performance-based budgeting principles and methodology , including the development of performance measures and the distribution of associated performance bonus funds;
3. Advise the campus administration on specific budget principles, priorities, and allocation criteria that would guide our annual resource allocation decisions; and
4. Review and advise on all auxiliary service and recharge center fees and rates.

The Council is advisory to the Chancellor. The Council's ex officio members will serve indefinitely; all others will serve on the Council for a two-year term. The Campus Chief Budget Officer and the Director of Institutional Planning, Research and Assessment will serve as ex officio members and provide all necessary administrative support and analytical services to the Council.

Provost Kassier and Vice Chancellor Ejigu will convene the Council's first meeting on Monday, September 13, 2004 from 11:00 to 1:00 p.m. in ADM 204. I plan to attend that meeting to review the Council's charges and my expectations and to respond to any questions you may have.

Again, I thank you very much for your willingness to serve on this important committee assignment.

Cc: Deans, Directors and Heads of Administrative Units
Tim Hinterberger, President of the Faculty Senate