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## MEMORANDUM

To: UNCP Faculty and Staff

From: R. Neil Hawk, Vice Chancellor for Business Affairs *RNH*

Date: September 24, 2009

Subject: 2009 – 2010 Budget Reduction Update

The UNC System President has recommended and the Board of Governors has approved the 2009-2010 budget reduction and reversion plans last Friday for the campuses. President Bowles had significant input on each campus plan and specifically addressed his goal of reducing senior and mid-level managers, especially positions with chancellor, provost, or dean in the title.

UNC Pembroke's final plan was amended to include 14.5 FTE senior and mid level management positions, not 12.5 as we originally suggested. Our final budget reduction amount was \$3,709,077 and the reversion plan currently is \$3,005,304. These amounts represent either a reduction or reversion of current year dollars equally 10.9% of our 2009-2010 base budget. Obviously these conditions will make carrying out our mission, especially delivering student services, most difficult.

Financial Managers will do the best they can to deliver everything that the students, faculty, and others expect from their respective departments. I'm sure each Manager will be appreciative of your consideration if things are not as timely as you might expect due to decreased personnel and our increasing student population.

Specific information applicable to UNCP follows. As current year budget information is updated it will be shared with the UNCP community. In the mean time if you have questions, please work through your respective division, or when needed, contact my office.

Thank you.

## *UNC Pembroke* *2009-10 Budget Reductions*

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### *Breakdown of Total 2009-10 Permanent Reductions and Holdbac..*

General Assembly Reductions Permanent, Recurring	\$3,709,077
Governor's 5% Reversion Requirement One-time, Nonrecurring	<u>3,005,304</u>
<b>Total Reduction</b>	<b>\$6,714,381</b>
Expansion, Academic Support	<u>300,000</u>
<b>Total Net Reduction</b>	<b><u>\$6,414,381</u></b>

*Note: General Assembly reductions include cuts targeted by the legislature and cuts made at the discretion of the campus.*



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63

## *UNC Pembroke* *2009-10 Budget Reductions*

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### *Breakdown of Total 2009-10 Permanent Reductions - \$3,709,077*

	<u>Amount</u>	<u>%</u>
(1) Permanent Administrative Cuts (Legislatively Specified):	\$1,698,483	
(2) Permanent Administrative Cuts at Campus Discretion:		
(a) Centers & Institutes (Administrative)	\$8,645	
(b) Other Administrative Reductions	<u>\$1,881,241</u>	
<b>TOTAL Permanent Administrative Cuts at Campus Discretion</b>	<b><u>\$1,889,886</u></b>	
(3) <b>TOTAL Permanent Administrative Cuts</b>	<b>\$3,588,369</b>	96.7%
(4) <b>TOTAL Permanent Academic Cuts (discretionary)</b>	<u>\$120,708</u>	3.3%
<b>TOTAL Permanent Cuts</b>	<b><u>\$3,709,077</u></b>	100.0%



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64

## *UNC Pembroke*

### *2009-10 Budget Reductions*

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#### **One-Time Cuts**

*Breakdown of 2009-10 One-Time, Nonrecurring  
5% Holdback - \$3,005,304*

Administrative	\$1,719,050	57.2%
Academic	\$1,286,254	42.8%
<b>TOTAL - 5% Holdback</b>	<b>\$3,005,304</b>	<b>100.0%</b>

#### **Total Cuts**

Permanent Admin. Cuts	\$3,588,369	53.4%
One-Time Admin. Cuts	\$1,719,050	25.6%
<b>Total Administrative Cuts</b>	<b>\$5,307,419</b>	<b>79.0%</b>
Permanent Academic Cuts	\$120,708	1.8%
One-Time Academic Cuts	\$1,286,254	19.2%
<b>Total Academic Cuts</b>	<b>\$1,406,962</b>	<b>21.0%</b>
<b>TOTAL CUTS</b>	<b>\$6,714,381</b>	<b>100.0%</b>



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65

## *UNC Pembroke*

### *2009-10 Budget Reductions*

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**Positions Reduced from State Funds (Perm. Cuts) = 14.5 FTE**

- **Administrative – 14.5 FTE**
- **Academic – 0.0 FTE**

**Of these, the following are SAOs or Middle Management Positions:**

*Assistant Vice Chancellor for Student Development*  
*Director of Corporate and Foundation Relations*  
*Campus Administrative Coordinator*  
*Associate Dean – College of Arts & Sciences*  
*Assistant Director of Human Resources*  
*Associate Librarian*  
*Associate Vice Chancellor for Outreach*  
*Associate Vice Chancellor for Advancement*



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66

## *UNC Pembroke*

### *2009-10 Budget Reductions*

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- **Marketing strategy plan revised to reduce number of venues and decrease print costs by increasing digital information**
- **Future Plans:**
  - **Hold all vacant administrative positions pending further review of needs—only positions with appropriate justification, recommended by a VC and approved by the Chancellor will be filled**
  - **Any request for new administrative positions must be approved by a Vice Chancellor and the Chancellor**
  - **Continue to conduct a review of all administrative costs to further control position growth**

