

University of North Carolina School of the Arts
Office of the Senior Director of Business Affairs

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MEMORANDUM

To: All Faculty and Staff

From: Carin B. Ioannou, Senior Director of Business Affairs

Date: September 1, 2009

Re: 2009-2010 Spending Guidelines

As we expected, our operating budget for 2009-2010 was significantly reduced. We will experience a permanent 2.65% reduction (\$740K) plus a 5% one-time reversion (\$1.5M). We also did not receive \$1.3M that is needed to cover inflationary costs associated with utilities, personnel benefit costs, and equipment replacement. This will make our 2009-2010 fiscal year very strained.

The Chancellor, Interim Chief Academic Officer, and Chief Operating Officer have gathered departmental reduction plans from the Deans and Department Heads. Decisions were made on how to effectively manage these reductions and we are now prepared to load your operating budgets into Banner Finance. The Office of State Budget and Management lifted its budget restrictions for the fiscal year but expect the reversion to exceed the existing 5% as the year progresses. Therefore, we have not removed the Spending Guidelines but revised them to give you more flexibility in managing your 2009-2010 budgets. We cannot emphasize enough for you to spend with caution. These guidelines are in force until further notice.

We continue to count on your understanding and team spirit in these difficult times. If you have any suggestions please write to me at budgetsavings@uncsa.edu.

We thank you for your cooperation and assistance.