



EASTERN OREGON  
UNIVERSITY

## **EOU BUDGET REDUCTIONS FLOW CHART EXPLANATIONS**

1 The President will meet with the Chairs of Budget and Planning, Faculty Senate, and University Council to provide a proposed process for budget reductions. The President will charge the Budget and Planning Committee with a review of the process.

2 The Budget and Planning Committee will have a short time to review the flow chart and offer feedback to the President.

After the President receives input from the B&P Committee, the budget process will be communicated to the University Community. Meanwhile, the President follows CBA rules and procedures according to CBA Article II.

3 The President then directs all divisions/units, Faculty Senate, University Council and Budget and Planning Committee to note the process and to attend to the timelines associated with each step. The President notifies AAP according to CBA Article II. G1b. The President then charges each group to examine their own areas of responsibility to determine how reductions of 10, 15, 20 per cent may be made.

4, 7, 8, Divisions/Units will make recommendations for each scenario (10, 15, 20%) based on key principles (maintaining University mission, fiscal solvency, enrollment stability, and overall best interests of the University). Recommendations are given to the President and any other constituency interested in receiving them (Budget and Planning, Senate, University Council, unions). AAP will develop recommendations in accordance with CBA Article II G 2a.

5 The Budget and Planning Committee uses input from the divisions/units as well as information from other University data to make recommendations for functional reductions. This means that rather than picking any individual person, the Committee should examine functions alone. B&P may need financial information, IR information, or other data to help inform their recommendations.

6 Finance and Administration will provide cost features for each unit, Institutional Research will provide academic productivity data.

9 Taking all the input data and recommendations, the President then tasks the Executive Cabinet and Deans to draft a biennium plan that will provide EOU with sustainable budget.

10 The President will release the Draft Plan to AAP in accordance with CB Article II G 2b. The President will provide the Budget and Planning Committee, the Faculty Senate and the University Council with the plan.

11 In the allotted time frame, AAP will provide the President with feedback and recommendations in accordance with CB Article II G 2b.

12 The Faculty Senate, University Council and Budget and Planning may provide written feedback to the President in the time frame noted.

13 The President will consider the input, modify the plan as necessary, and finalize the plan. Any employees affected by a reduction or position elimination will be notified in person prior to the release of the final plan.