

SIMON FRASER UNIVERSITY

Senate Committee on University Priorities

Memorandum

TO: Senate

FROM: John Waterhouse, SCUP Chair
Vice President, Academic



RE: SCUP Budget Considerations
Guidelines

DATE: 15 March 2001

Item 7 of the Terms of Reference for the Senate Committee on University Priorities (SCUP) directs SCUP:

"To provide advice to the President on the annual operating budget, annual capital budget, and Five Year Capital Plan before they are submitted to the Board of Governors for their approval. In carrying out this responsibility, SCUP will:

- a) Maintain an overview and familiarity with the operating and capital funds of the University, with the current financial environment, and with financial opportunities and constraints impacting the University.
- b) Consult with the university community concerning the preparation of the operating and capital budget."

SCUP has developed a Budget Considerations document to provide a framework for how it will fulfil item 7 of its mandate. This attached document, SCUP 00-37, is being provided to Senate for information.

Attachments.

SCUP BUDGET CONSIDERATIONS

Framework for Recommendations:

1. SCUP plays an important advisory role to the President in the budgetary process.
2. Decision-making related to the University's budgets must respect the decentralized nature of budget authority and responsibility within the University
3. Decision-making related to the University's budgets will be informed by the Three-Year Academic Plans and other strategic planning processes.
4. Decision-making related to the University's budgets will be consistent with, and informed by, the University's Budget Principles and Process guidelines.

Budget Considerations:

1. SCUP will maintain a general familiarity with the operating and capital funds of the University, the current financial environment, and with financial opportunities and constraints impacting the University.
2. SCUP will consider the multi-year budget requirements of major strategic initiatives during the budget review process.
3. SCUP will focus its advice to the President on budget issues that:
 - a) have university-wide implications,
 - b) involve allocation of new discretionary funding or reallocation of existing funding,
 - c) involve allocation of specific Funds which call for SCUP's advisement, such as the President's Innovation and Renewal Fund.
4. SCUP will advise the Vice President, Academic on the allocation of the Strategic Initiatives Fund.
5. SCUP will determine, as it carries out its budget advisory responsibilities, whether consultation with the university community is required, and how it wishes to carry out that consultation.