

# MICHIGAN STATE UNIVERSITY

January 30, 2017

## MEMORANDUM

**TO:** Academic Deans  
**FROM:** June Pierce Youatt, Provost  
**RE:** FY 2018 Budget Requests

Earlier this academic year our planning process focused on strategic initiatives, specifically related to supporting faculty, elevating scholarship, and enhancing student success. Your planning materials should now guide budget requests that identify what is needed to execute your plans.

### Budget Context

While we are appreciative of the modest increases in State funding for higher education over the last few years, we now anticipate tepid support for higher education for this year, and in the near future. As previewed in the fall, we anticipate units facing at least an additional 1% budget reduction for the 2017-18 fiscal year, above and beyond the typical 1% PERF efficiency factor. Given these challenges, MSU continues to operate in an environment of limited new funds for strategic re-investment. There are always more good ideas proposed than what is available to support. The Provost's pool of recurring funds available to distribute is only \$4.9M. Additionally, due to ongoing multi-year funding commitments, the Provost begins the budget cycle with well over half of that pool already encumbered.

Centrally allocated resources should be utilized to catalyze new initiatives and are not expected to fully fund entire new projects. Units are encouraged to develop multiple funding plans for implementing strategic priorities, including: internal reallocations, internal funds matching central support, and partnering with other units on campus. Funding requests aligned with unit strategic priorities and the university's Bolder by Design framework will be best positioned to receive funding.

### Budget Instructions

For your spring budget request submission, please respond to the following:

1. Briefly identify any developments since the fall planning process that may reflect a change or potential change in your unit's strategic direction.



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2. Review the attached budget report indicating our understanding of prior budgetary commitments carrying forward to FY18 and note any discrepancies.
3. Identify new funding requests, addressing the following:
  - a. Provide a description and justification for each funding request, including what is being requested centrally and what may be provided internally and/or from partnering units.
  - b. Identify how each request connects with the University's and your unit's strategic direction.
  - c. Complete the attached budget spreadsheet template.

### **Additional Request**

Over the next several years, MSU's Communications and Brand Strategy team, in conjunction with the Office of the Provost, will help promote select faculty across campus to aid in increasing the number of MSU faculty who are competitive for major national awards, fellowships, and memberships. This initiative is important to not only honor and recognize our top performing faculty, but also to maintain and enhance our reputation as a top 100 global research university. Along with your normal spring budget submission, **please provide the names of 3-5 faculty members from your College to be considered for this initiative.** We will be in touch with more details as the initiative progresses.

Please send all materials electronically to Mike Zeig ([zeigmich@msu.edu](mailto:zeigmich@msu.edu)), with a copy to Margie Aimery ([aimery@msu.edu](mailto:aimery@msu.edu)) by **Monday, March 13, 2017**. If you have any questions, please feel free to contact me directly or to chat with Dave Byelich or Mike Zeig at 355-9271.

cc: Dave Byelich  
Mike Zeig