

ADMINISTRATIVE MEMORANDUM

SUBJECT 1971-73 Budget Requests

NUMBER #16 (two pages)

DATE March 17, 1970

1. Changes in Calendar. Due to changes in submission dates established by the State Budget Officer, and after consultation with the business officers of the various campuses, the following schedule is established for submission of "A," "B" and "C" Budget Requests. This schedule supercedes dates cited in ADMINISTRATIVE MEMORANDUM Number 9 and ADMINISTRATIVE MEMORANDUM Number 14.

"A" Budgets - all codes	"B" Budgets which include no state funds and All "C" Budgets	"B" Budgets which include state funds
		Lists of Projects and Programs to President April 13, 1970
		University Hearings April 16, 1970
		Items which must be reviewed by Board of Higher Education to President's Office - April 24, 1970
		Items which must be reviewed by BHE to Executive Committee - May 8, 1970
		Items which must be reviewed by BHE to BHE- May 13, 1970
To President's Office- April 15, 1970	To President's Office April 29, 1970	To President's Office June 19, 1970
To Executive Committee- April 27, 1970 (tentative)	To Executive Committee- May 8, 1970	To Executive Committee- July 10, 1970
To Budget Division- May 1, 1970	To Budget Division- May 15, 1970	To Budget Division- August 14, 1970

2. "B" and "C" Budgets Lists of Projects and Programs. A listing of proposed "B" and "C" Budget Requests should be in my office not later than April 13, 1970.

Proposed "B" Budget items should be listed by a generally descriptive title. The total cost and the amount of state support for each year of the biennium should be indicated. Items requiring action by the Board of Higher Education should be identified. The requests for academic salary increases need not be listed.

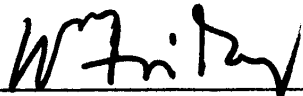
Proposed "C" Budget items should be listed as shown on the DA-P-105's, showing the estimated costs determined by the State Property Control and Construction Officer. The recommended means of financing should be indicated for each project.

3. University Hearings. Internal hearings on the proposed "B" and "C" items covered in the lists described above will be held in Chapel Hill, the Morehead Lounge, on April 16, 1970:

UNC-Chapel Hill	9:00 a.m.
NCSU-Raleigh	10:30 a.m.
UNC-Asheville	12:00 noon
UNC-Wilmington	2:00 p.m.
UNC-Charlotte	3:00 p.m.
UNC-Greensboro	4:00 p.m.

The primary purpose of the hearings is to make a final determination as to the "B" and "C" items that will be included in the budget requests.

4. March 17, 1970 meeting with business officers. The calendar changes, the items to be covered in the lists of proposed projects and programs, and the purpose of the internal hearings were reviewed in some detail by Vice President Joyner at a meeting with business staff personnel from all of the campuses on March 17, 1970. The procedure for securing Board of Higher Education action in regard to requests requiring the Board's attention was also outlined, as were the procedures for handling: "A" Budget requests for estimated enrollment increases beyond those authorized by the Advisory Budget Commission; "A" Budget requests for instruction and departmental research (sub-head 104) costs for authorized enrollment increases; "B" Budget requests for libraries; "B" Budget requests for Summer School support; and the requests for marine sciences, urban affairs and educational television.



William Friday, President