

Budget Contraction Process		
Action	Date	Notes
Budget Contraction Spreadsheets due to Finance and Administration	December 31	Spreadsheets by area identifying draft contraction recommendations.
Cabinet Discussion of Budget Contraction Process and Guiding Principles	January 2/3	Development of draft budget contraction process and guiding principles for decision-making document.
Cabinet Begins Initial Review of Budget Contraction Spreadsheets	January 3-9	Identify items/recommendations that need clarification. Additional development of recommendations as needed to meet contraction target. Review guiding principles for contraction decision-making.
Cabinet and Shared Governance Leaders Discussion of Draft Budget Contraction Process and Guiding Principles	January 8	Review and further develop draft budget contraction process and guiding principles for decision-making.
Extended Cabinet Discussion of Draft Budget Contraction Process and Guiding Principles	January 9	Review and further develop draft budget contraction process and guiding principles for decision-making.
Campus Communication Regarding Draft Budget Contraction Process and Guiding Principles	January 10	Share draft budget contraction process and guiding principles for decision-making. Provide notice of University Budget Town Hall.
Final Contraction Recommendations for Decision-Making Due to Finance and Administration	January 11	Final changes/clarifications to contraction recommendations.
Cabinet Continued Review of Budget Contraction Recommendations	January 12-17	Continued review of contraction recommendations.
Cabinet Retreat	January 17	Cabinet advances budget contraction recommendations to Chancellor.
Meet with Extended Cabinet and Shared Governance Leaders Regarding Contraction Recommendations	January 18-22	Share recommendations with Extended Cabinet and Shared Governance Leaders.

Meet with University and Academic Staff Governance Regarding Proposed Staffing/Layoff Plan per Governance Policy	January 25	Consult with University and Academic Staff Governance as required by policy.
Position Elimination Notice to Temporary Staff	As early as January 26	Required notification prior to giving notice to full-time and part-time regular staff.
Communication from Chancellor	January 29	Start of spring term communication.
Final VSIP Agreement Deadline	January 29	
Finalize List of Position Layoffs	January 30	
Submit Final Layoff Plan to Shared Governance per Policy	January 30	
University Budget Town Hall	February 1	
Provide Notice and Support Resources to Managers	February 1-8	Provide resources and support for managers with employees that will be directly impacted by layoff notifications.
Campus Communication from Chancellor	February 8	Budget contraction process update.
Provide Notice to Employees Identified for Layoff	February 9	Effective date of layoff separation in alignment with employee classification/type.
Provide Support to Employees	February 9-Separation	Provide resources and support to impacted employees.
Separation Date Period (Dates pending employee classification/type) <ul style="list-style-type: none"> • VSIP non-instructional • VSIP Faculty and Instructional • Layoffs 	As Early As: April 1, 2024 May 19, 2024 May 10, 2024	Human Resource communication with Divisions/Deans regarding employee separation agreements and notifications.

Budget Contraction Prioritization Guiding Principles

Our current budget contraction efforts are required to support fiscal sustainability. Budget contractions will be reviewed with consideration of the impact on:

1. Recruitment and enrollment of students;
2. Instruction and direct student support services;
3. Operational infrastructure; and
4. Revenue generation, return to investment, and diversification of revenue streams.

Mission

The University of Wisconsin-Parkside is committed to high-quality educational programs, creative and scholarly activities, and services responsive to its diverse student population, and its local, national and global communities.

Strategic Pillars

- Be a premier regional university that transforms lives
- Advance economic growth and quality of life
- Achieve sustainable growth

Guiding Priorities of the UW-Parkside 2025 Strategic Framework

- Provide a transformative education
- Continuously improve student success
- Partner with our communities
- Be a “Best Place to Work” in southeast Wisconsin