



CEO Weekly Brief – 5/16/2018

Dr. James Malm

REDUCTION IN FORCE

When I arrived at UNM-Gallup in November, I was met with a financial situation that required much attention and presented an immediate challenge. We had a deficit of approximately \$500,000 to address for the upcoming fiscal year which was combined with a 15.7% drop in enrollment. The first step taken was a program prioritization project which charged the 73 campus budget managers to demonstrate their effectiveness and efficiency along a series of measures. The leadership team was able to use this information to decrease the fiscal year 2019 budget by the amount of the shortfall without the use of reserves for operational purposes. In February the Local Advisory Board was publicly shown and approved the balanced budget and in March the UNM Board of Regents approved the same financial plan.

One of the results of this process was the necessary elimination of several fulltime staff positions through a combination of attrition, reassignment and reduction in force. These cuts have been made across all divisions and departments. These are the types of difficult decisions administrators never want to make, but must sometimes arrive at in order to protect the financial health of the institution.

Despite the unfortunate decrease in the size of our workforce, we remain committed to our academic mission and our campus will remain strong. We will continue to maintain high quality academic programs and support services and sustain high quality educational services inside and outside the classroom.

We are helping those employees who have been affected and will make every effort to ensure a smooth transition for them and their colleagues. I understand there will be a need for reassigned duties and reorganizations within departments so I encourage all of you to work with your supervisors to make sure responsibilities are incorporated and shared in the most effective manner possible. During this difficult adjustment phase, I hope all of us can

work together to implement strategies for growth, strengthening and improvement in all areas. In the next few weeks, we will be rolling out several new projects including a strategic plan refresh, strategic enrollment planning, and environmental scanning initiatives which will help us stay the course and never deviate from our commitment to serving our students.

Thank you.