Date: March 25, 2024

Subject: Charge of the Activity Based Budgeting (ABB) Phase IV Interdisciplinarity Subcommittee

Sponsor: ABB Phase IV Steering Committee (co-chaired by Erin Guthrie, Associate Vice Provost, Finance, Planning & Budgeting and Michael Spencer, Dean and Professor, School of Social Work)

Subcommittee members:
Derek Fulwiler, Director and Chief Strategy Officer, Population Health
Christine Leibbrand, Analyst, Policy Development, UW Data and Analysis (ex-officio)
Joseph Janes, Associate Professor, Information School
Joy Williamson-Lott, Dean, Graduate School
Steering Committee Liaison: Dianne Harris, Dean, College of Arts & Sciences

Dear Subcommittee Members:

We are writing to formally charge the newly constituted Activity Based Budgeting (ABB) Phase IV Interdisciplinarity Subcommittee. Your agreement to serve on this subcommittee is appreciated, and your work will be crucial in ensuring that our budgeting process continues to be as effective and transparent as possible.

Charge and Scope of the Subcommittee:

Your primary charge is to assess the current state of support and resources for interdisciplinary courses and degree programs. The subcommittee will address concerns about the potential suppression of such initiatives by the current model. You will be working under the umbrella of the Steering Committee and alongside a separate subcommittee focused on alignment with institutional academic strategic framework. Key questions to address include:

- What is the current level of support for interdisciplinary courses and programs within our institution?
- How do faculty members engage in interdisciplinary teaching? Are there incentives for such efforts?
- How does the current budgeting model impact interdisciplinary teaching, course development and programs?
- Using peer information if available, how can we learn from other interdisciplinary models to improve our own support and resource allocation for such efforts?
- What, if any, changes should be made to the budgeting process to better accommodate interdisciplinary needs?

Collaboration and Approach

You will work closely with the ABB Phase IV Steering Committee and alongside a separate subcommittee focused on interdisciplinarity. Your approach should be integrated, considering the diverse needs and perspectives across the university's three campuses, schools, colleges, and administrative units. Seek insights from administrative leadership, academic leaders, faculty, students, and support staff to inform your work.

Resources and Timeline:

Please provide regular updates to the Steering Committee. We have engaged a consultant, Maximus US, to focus on taxation methodologies and to help us manage the project. You will also be supported by the Finance, Planning & Budgeting team, including Erin Guthrie and Elise Glassman, and members of the consultant team.

Key milestones will include:

- Winter 2024: Chartering of Steering Committee and meetings with vendor
- Spring 2024: Submission of midterm report at Phase I conclusion
- Late Summer 2024: Submission of final report by August 31, 2024

Your commitment to this endeavor is highly valued, and we are confident in your subcommittee's ability to guide us toward a more effective ABB model. Thank you for your dedication and thoughtful engagement in this vital process. We look forward to reviewing your recommendations.

Sincerely,

Erin Guthrie, Associate Vice Provost, Finance, Planning & Budgeting
Michael Spencer, Dean and Professor, School of Social Work