

UNIVERSITY BUDGET COMMITTEE MINUTES

Tuesday, December 4, 2018

I. Call to Order

The meeting was called to order at 12:42 PM

II. Attendance – Members Present 12, Proxies 5, Absent 8

Present: Jannette Dryjanski, Bernie Thomas Rowan, Bobbie Garner-Stewart, Arrileen Patawaran, Jimell Byrd-Reno, Michael Ellison, Pamela Sims, Michael Crawford, Michael Danquah, Leslie Jackson, Nelly Maynard, and Edmundo Garcia- Solis

Present via Proxy: Judith Birgen, Linnae Bryant, Tanya Hall, Eric Shen, Rohan Attele

Absent: Mark Kutame, Azungwe Kwembe, Chyrese Wolf, Valerie Riley, Johnnie Barker, Simone Edwards, Amarachukwu Akujieze, and Johnathan Riley,

III. Minute Approvals

- October 3, 2018 Minutes were approved

IV. Budget Update - Arrileen Patawaran

- Arrileen Patawaran presented and discussed with the committee the University Operation Cost by Function Funds. This report was very informative, and it will allow the committee to be more effective as we move forward with the Budget Hearings.

V. January Hearings

- Review of the subcommittees and hearing schedule – Arrileen Patawaran stated that we would need to change Institutional Advancement to Administrative Services which consists of Facilities, Parking, Capital Planning, Real State, and Environmental Safety.
- Jimell Byrd-Reno made a motion to accept the new changed named of the subcommittee, adequately 2nd by Pamela Sims., all in favor.... Motion carried.
- Edmundo Garcia will send hearings invitation and UBC forms to the VP of Administrative Services after his confirmation by the Board of Trustees on December 12.
- Budget forms and University Budget Committee Primary Questions - handouts
- Question for VP's – It was agreed by the committee that all VP's should be able to explain how their budget request will tie to enrollment, retention, and recruitment.

VI. Budget Recommendation Process and Meeting dates

Added meeting dates were as follows: February 5, February 12, February 19, 2019, to satisfy the deadline of February 26 to submit the UBC budget recommendations to the president's office.

VII. AOB

Edmundo Garcia- Solis (Chair) suggested we meet with the President to explain in more detail the functions of this committee, the obligations, and commitments.

- Question, who does the committee report to President of the University or the University Board of Trustees?

VIII. Adjourned at 1:49 PM

Our meetings will be held every 4th Tuesday in ADM 301.