

UNIVERSITY BUDGET COMMITTEE (UBC/COMMITTEE) MINUTES

12:30 p.m., Tuesday, January 31, 2023

VIA Zoom:

<https://us02web.zoom.us/j/82853141984>**Present**

Shawnice Avilez, Jackie Benchik-Osborne, Judy Birgen, Bobbie Garner-Stewart, Michael Holmes, Azungwe Kwembe, Kevin Newell, Arrie Patawaran, Valerie Riley, Den Stark (Co-Chair), Tereshia Weathers, Tajuane Wes, Guest: Neromi Horton.

Absent

Melany Puglisi-Weening, Pamela Sims, Roxanne Stevenson.

The meeting began at 12:32 p.m. Den asked Neromi to do the roll call and there were nine voting members present at that time, which constitutes a quorum.

MEMBERSHIP

There were no new members present. Open positions include the Faculty Senate appointment and the representative for the joint Head of Pharmacy and Health Sciences and the representative for the College of Business.

MOTION

The Co-Chair entertained a motion to approve the by-laws. Prior to completing the motion, it was asked if there is a Strategic Planning and Development Committee. The response was the language in regard to the Strategic Planning and Development Committee (SPDC) was in the by-laws all the time; it is not known if the SPDC exists or not.

The members were asked if they were okay with the Vice Chair position removed from the by-laws. Everyone agreed.

Language regarding the non-voting Co-Chair being able to break a tie vote was not added to the by-laws because there is a clause in the Roberts Rule of Order that allows the Chair (or Co-Chair in this instance) to do this. The UBC has two Co-Chairs. One votes and the CFO Co-Chair as the non-voting member is able to vote to break a tie according to the Roberts Rule of Order.

An abstain vote is a negative or non-vote and is a blank vote. Den checked with the University's General Counsel who confirmed a blank vote is the same as not voting. If there are nine yes votes and three abstentions, the three abstentions are not added because it is equivalent to a non-vote.

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Valerie Riley moved to accept the revised by-laws. Azungwe Kwembe seconded the motion. The Co-Chair asked if there were questions or any amendments. One amendment stated:

Changing the footnote under Section I: Purpose, from:

“(2000 Chicago State University Board of Trustees Governing Policies. Article II Section 6.B)”

To:

“(2019 Chicago State University Board of Trustees Governing Policies. Article VII Section A (1))

The votes were taken and there were nine ayes and one abstention. The ayes have it and the motion is passed with the change in the language of the footnote under Section I: Purpose.

MOTION

Valerie Riley moved to approve the following UBC minutes as amended:

1. November 17, 2022
2. December 15, 2022
3. January 10, 2023
4. January 19, 2023
5. January 24, 2023
6. January 26, 2023

The motion was seconded by Judy Birgen. A voice vote was taken and all were in favor with none opposed. The ayes have it and the six UBC minutes from previous meetings were approved.

SELECTION OF SUBCOMMITTEE MEMBERS AND CHAIR

The following are the subcommittees of the UBC: President, Academic and Student Affairs, Administrative Services, Enrollment Management and Financial Operations. The members stated on which subcommittee they will serve and a Chair was chosen.

President:

Judy Birgen, Chair

Bobbie Stewart

Jacquelyn Benchik-Osborne

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Tajuane Wes

Academic and Student Affairs:

Jacquelyn Benchik-Osborne, Chair

Kevin Newell

Pamela Sims

Tajuane Wes

Tereshia Weathers

Administrative Services:

Valerie Riley, Chair

Pamela Sims

Shawnice Avilez

Enrollment Management:

Valerie Riley, Chair

Azungwe Kwembe

Kevin Newell

Financial Operations:

Azungwe Kwembe, Chair

Judy Birgen

Michael Holmes

MOTION

Judy Birgen moved to accept the list of subcommittee members as presented. Valerie Riley seconded the motion. A voice vote was taken and all were in favor with none opposed. The motion is carried.

UBC HEARINGS

The Co-Chair sends out the letters to senior leadership informing them of the date of their budget hearing with the subcommittee. All UBC members receive a copy of the letter and the specific subcommittee members are listed within the letter.

Five meetings will be scheduled with one spare date in case someone has to reschedule. All members are invited to attend the budget hearings but the subcommittee members for each division must attend.

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Den will call a meeting with the Nominating Committee to obtain recommendations for the position of Co-Chair and Secretary.

ADJOURNMENT**MOTION**

Den Stark entertained a motion to adjourn the meeting. Jackie Benchi-Osborne placed a motion on the floor to adjourn. The motion was seconded by Azungwe Kwembe. A voice vote was taken and all were in favor to adjourn with none opposed.

The meeting adjourned at 1:22 p.m.

01/31/2023 UBC MINUTES APPROVED BY UBC 02/07/2023