

**UNIVERSITY BUDGET COMMITTEE (UBC/COMMITTEE) MINUTES**

12:30 p.m., Thursday, March 23, 2023, VIA Zoom:

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

**Present**

Shawnice Avilez, Judith Birgen, Bobbie Garner-Stewart, Michael Holmes, Azungwe Kwembe, Nicole Latimer-Williams, Kevin Newell, Melany Puglisi-Weening, Pamela Sims, Den Stark (Co-Chair), Scott Upshaw, Guest: Neromi Horton.

**Absent**

Jacquelyn Benchik-Osborne, Liefu Jiang, Arrie Patawaran, Valerie Riley (Co-Chair), Roxanne Stevenson, Tereshia Weathers, Tajuane Wes.

The meeting began at 12:30 p.m. Roll call was taken and there were nine voting members present which is 60% of the total voting members. Den declared there is a quorum.

**MOTION**

Michael Holmes placed a motion to approve the minutes of the February 7, 2023 University Budget Committee. The motion was seconded by Azungwe Kwembe. A voice vote was taken and all were in favor with no oppositions. The motion passed to approving the February 7, 2023 University Budget Committee minutes.

**PURPOSE OF MEETING**

The purpose of the meeting today is to finalize the decision regarding the top five recommendations for the President's budget. Fourteen votes had been received with one additional vote being received this morning. The last vote did not change the conclusion. All top five votes were supported by 93% of the voting members (14 out of 15). One more person increased the percentage to 100% of the votes attached to the top five recommendations chosen.

Azungwe stated she needed to go to a union meeting but wanted to bring to the Committee's attention how the members voted, which may have been in error. She stated the members might have seen her five categories and thought they were just supposed to vote on those items. They did not look at the entire document. The document had a sheet one and a sheet two. The entire list of recommendations was listed on sheet two, but because sheet one was first (which listed Azungwe's five selected categories), she thinks the members might have thought those were the only recommendations on which to vote. Sheet one had no category in

**UNIVERSITY BUDGET COMMITTEE (UBC/COMMITTEE) MINUTES**

12:30 p.m., Thursday, March 23, 2023, VIA Zoom:

[https://us02web.zoom.us/j/ 82853141984](https://us02web.zoom.us/j/82853141984)

which to prioritize and the email said go to Column E. Sheet one had more IT and Administrative Services related recommendations.

Neromi Horton apologized for the confusion caused because she used the document Azungwe sent as the basis to record the votes received and forgot to remove sheet one before sending the document to everyone.

Den stated he had intentions to allow the members to change their vote of the top five priorities, but he did not think the members had not considered all recommendations. If anyone thinks that one of the recommendations on the list of top five is incorrect, the Committee can amend the report or exclude the recommendation they think should be replaced.

**MOTION**

The co-Chair asked for a motion to ratify the list of top five recommendations or not.

It was asked if the total dollars represented by the top five recommendations were just for fiscal year 2024 or for fiscal year 2024, 2025, and 2026. The response is the total dollars are those being recommended just for fiscal year 2024. Next fiscal year the same process will be completed for fiscal year 2025. The State requires a report be completed on a rolling three years.

**MOTION**

Kevin Newell placed a motion to approve the list of top five recommended priorities for President Scott. The motion was seconded by Bobbie Stewart. A vote was taken and there were three ayes, four nays, and two abstentions. The motion to approve the top five recommended priorities for President Scott did not pass.

**NEXT STEPS**

The next steps agreed upon by the Committee is to scrap the vote and resend the list for voting with just one sheet listing the recommendations for all categories of the subcommittee. The Committee can meet on Thursday, March 30<sup>th</sup> but the suggestion is for the Committee to meet when everyone would be available. Having only 60% of the voting members present is not right. If the meeting is scheduled at the end of the day for about half an hour, just to vote, or the votes can be taken by email.

**UNIVERSITY BUDGET COMMITTEE (UBC/COMMITTEE) MINUTES**

12:30 p.m., Thursday, March 23, 2023, VIA Zoom:

[https://us02web.zoom.us/j/ 82853141984](https://us02web.zoom.us/j/82853141984)

Neromi will again send out the recommendations without sheet one. Voting members can select their top five and return the document to Neromi. We will meet to report on the results of the voting. The meeting will be scheduled later in the day, around 4:00 p.m.

Today's meeting had a low voter turnout and some abstentions. This Committee should not have any abstentions.

**MOTION**

A motion was placed on the floor that the Committee pursue as asked resubmitting the recommendations for voting, without sheet one. The re-votes should be submitted by the close of business on Tuesday to complete the re-vote. Thursday the Committee will meet for the final vote.

A voice vote was taken and all were in favor with none opposed. The motion passed.

**INTRODUCTION OF THE NEW CO-CHAIR**

Den Stark introduced Nicole Latimer-Williams as the new Chief Financial Officer and Vice President of Financial Operations. The title of Co-Chair of the University Budget Committee goes along with the CFO's position.

Nicole stated she will honor the feedback and concerns and asked that the members give her an opportunity to streamline the process, consider the expectations of the President, what she may want presented and the timeline. Nicole said she would talk with Den offline but he suggested she speak with Arrie Patawaran. The Committee is about a month late with the budget process compared to prior years. Nicole will find out the expectations from the President to receive the budget information and the timeframe to vote may change.

**ADJOURNMENT****MOTION**

Bobbie Stewart placed a motion on the floor to adjourn the meeting. Shawnice Avilez seconded the motion. A voice vote was taken and all were in favor of adjournment with none opposed. The motion to adjourn passed and the meeting ended at 1:07 p.m.