

## UBC Minutes

January 10, 2023

12:40p.m. – 1:20 p.m.

Present: Shawnice Avilez, Azungwe Kwembe, Kevin Newell, Arrileen Patawaran, Valerie Riley, Thomas Rowan, Bobbie Stewart, Dennis Stark, Roxanne Stevenson, Pamela Sims, Melany Puglisi-Weening, Judith Birgen

Absent: Ernst Coupet, Sarah Haskins, William Raynovich, Chyrese Wolf, Rona Lagdamen, Jimell Byrd-Reno

The Vice Chair, Valerie Riley, is chairing the meeting.

Ms. Riley confirmed the quorum.

Last meeting minutes of December 13, 2022 were read and approved.

Motion to accept the newly updated By-laws. Bobbie Stewart placed the motion, Kevin Newell seconded the motion. All voting members (10) voted Yes. Motion carried.

Motion to make the By-laws effective date as January 10, 2023 was placed by Judy Birgen, seconded by Dr. Bernie Rowan and all voting members (10) voted Yes. Motion carried.

Mr. Stark's Office will send letters of gratitude to the committee.

A new Budget Planning Assessment and Reporting form was shared. Dr. Rowan explained the importance of the new form to be completed by the Vice Presidents as its importance with our PME. One form would be used per project or budget request.

Arrileen Patawaran reminded everyone of the Annual Letter deadline of January 11, 2023. A memo to the Division heads and subcommittees should be sent asap along with dates of presentations.

Judy Birgen moved to reassemble the meeting under the new Bylaws.

The meeting was then led by the New Chair, Dennis Stark.

Dennis Stark thanked everyone on the committee and applauded the committee for reducing the size of the committee from 25 to 15.

The members voted on the new configuration of the 15-member committee. These are the four that were submitted.

1	2	3	4
<p>2 students – Student Affairs, 6 faculty appointed by Deans, 3 members of the Civil Service, 4 members from Administration, with one appointed by VP of Enrollment Management, one appointed by VP of Administrative Services, one appointed by the Director of Student Affairs, and one person from the Chairpersons Association.</p> <p>Plus, the CFO (advisory/nonvoting) and Budget department (advisory/nonvoting).</p>	<p>At least one faculty member from each college/academic unit (6), -Representative from the Faculty Senate (1) -Representative from UPI=4100 (1) -2 Staff including a representative from the Civil Service Council -1 Student There are other constituencies among the Staff and Administrators who should be included as needed to populate a committee of 15-17 members</p> <p>Plus, the CFO (advisory/nonvoting) and Budget department (advisory/nonvoting).</p>	<p>7 – faculty, 1 – civil service, 1 – staff @ large, 2 – students, and 4 – administrators,</p> <p>plus, the CFO (advisory/nonvoting) and Budget department (advisory/nonvoting).</p>	<p>3 faculty elected by the Faculty Senate 3 faculty appointed by the UPI 4100 Union President 2 Civil Service employees elected by the Civil Service Employees 1 Academic Support Professional 2 students (Elected by Student Government Association - at least one must be a full-time student) 1 Chair appointed by the Chairpersons Association 1 member appointed by VP of Enrollment Management 1 member appointed by VP of Administrative Services 1 member appointed by the Dean of Students</p> <p>Plus, the CFO (advisory/nonvoting) and Budget department (advisory/nonvoting).</p>

#1 – 4 votes, #2 – 3 votes, #3 – 1 vote, #4 – 3 votes

The membership configuration is as follows:

- 6 faculty (including 1 union and 1 faculty senate member) will be appointed by the Deans of the individual colleges (College of Arts & Sciences (CAS), College of

Business (COB), College of Education (COE), College of Health Sciences (COHS), College of Pharmacy (COP), & Library)

- 3 members of the Civil Service
- 2 students (at least one full-time)
- 4 Administrators, one appointed by each of the following, VP Enrollment Services, VP Administrative Services, Student Affairs, and the Chairpersons Association)
- CFO (advisory/nonvoting)
- Director of Budget (advisory/nonvoting)

Let's get to work because time is of the essence.

Next Budget meeting Thursday January 19, 2023 from 12:30 to 2pm.

UBC 01/10/2023 MINUTES APPROVED BY UBC 01/31/2023