

MINUTES OF THE UNIVERSITY BUDGET COMMITTEE
MEETING ON DECEMBER 12, 2013 AT 12:10 P.M. -- LIB-352

PRESENT: Edmundo Garcia (presiding), Beverly Meyer (recording), Latrice Eggleston, Jamilah Jor'Dan, Joseph Slonek, Barbara Price, Enrique Duncan, Arrileen Patawaran, Bobbie Stewart, Tanya Lloyd, Judith Birgen, Veronica Williams (new Graduate Student member)
PRESENT VIA PROXY: Lawrence Pinkelton, Shelia Collins
ABSENT: Sandi Ballantyne, Rohan Attele, Nelly Maynard, Robin Hawkins, Chat Viacrusis, Telisa Randle

1. Call to Order: Garcia called the meeting to order at 12:15 p.m. and distributed a packet of handouts; the packet included an agenda, the minutes for the meeting of October 23, 2013, Forms UBC 1 and 3 from the Police, Form UBC 1 from Facilities/Parking, Form UBC 1 from Enrollment Management, Form 208C from Facilities, Form 207D from Facilities, Form UBC 1 from Administration and Finance on behalf of the University, Forms UBC 1 and 3 from ITD, a list of questions that the UBC developed to ask VPs (or their designees) during their presentations, a sample subcommittee report from last year, and a print copy of the Bylaws of the UBC (also available in the UBC group in Cougar Connect).

2. Minutes of October 23, 2013: Garcia noted that a change has occurred since the last meeting in the representative from the President's Office: Dr. Wayne Watson is filling in as the representative to replace Ms. Bernetta Bush; Garcia asked UBC members to make this change on their list of this committee. Lloyd moved, Eggleston seconded, to approve the minutes of the October 23, 2013 meeting; the motion passed unanimously.

3. First look at UBC forms from VPs: Garcia pointed out the forms which he has already received (copies are in the handout) and noted that he has yet to receive any forms from the President's area (no one has replaced Dr. Moses yet), from Academic Affairs (the VP has been out sick), or from Financial Affairs. Garcia will contact Dr. Watson again about a permanent replacement. The deadline to turn in the forms is by the time the unit is scheduled to give their report to the UBC. Each subcommittee should study over the requests for funding received from their area. If anyone has any questions about what we have received, he will be happy to provide additional information.

Patawaran commented that there is not enough money for "ambitious requests" like \$6,600,000. Also, there might be around \$1,000,000 in new money. Lots of reallocation occurred in FY2014, and the same will probably be true in FY 2015.

Birgen commented that it is human nature to ask for more than what you expect to receive; if possible, she would like comparison data from last year regarding what was requested and what was approved. Garcia will try to provide this.

Price commented about the great need for infrastructure improvements on the campus. Patawaran reminded everyone that the UBC task is to make recommendations; it is the President's Office that makes the final decisions on spending priorities. She sent around a list for people to sign who still cannot access the Budget book on Cougar Connect.

Garcia reminded members that they must attend the presentation from their subcommittee's area; members are encouraged, but not required, to attend the presentations in other areas.

4. UBC membership roster: Patawaran requested a list of committee members; Garcia will review the list for currency and then will distribute. He noted that we have a new member representing graduate students. We are missing at least two members (Arts and Sciences and a Faculty Senate representative).

5. Review of the Bylaws: Garcia asked everyone to review the Bylaws and bring suggested changes in writing to the next meeting.

6. Preparations for the hearings: Garcia has made arrangements for meetings with representatives from the various areas. All meetings will be held in LIB-301, with the date and time noted in the minutes of October 23rd.

Jor'Dan asked how the UBC will make the university aware of these meetings. Garcia will contact Sabrina Land about an e-mail blast and placement on the university calendar. Notices could also be posted in the different buildings. A long discussion ensued about whether or not the UBC should invite the community at large to attend. Garcia will ask Farah Muscadin and Patrick Cage about our responsibilities as a public university and will share the responses with the committee. The UBC would like to be as open and transparent as possible.

7. The UBC will meet from 12:10 to 1:30 p.m. in LIB-352 to discuss and prioritize the budget requests on the following days:

Thursday, January 16, 2014

Thursday, February 6, 2014

Thursday, February 13, 2014

Thursday, February 20, 2014

Thursday, February 27, 2014

8. Any other matters: Patawaran reminded everybody that in order to view the Budget book in Cougar Connect, members must respond to the e-mail that she sent from the Office of the Budget. Garcia stated that he is still working on the web page for the UBC. He is waiting for approval from Financial Affairs. Patawaran stated that she will work on expediting this.

8. Garcia adjourned the meeting at 1:25 p.m.