

MINUTES OF THE UNIVERSITY BUDGET COMMITTEE
MEETING ON JANUARY 16, 2014 AT 12:30 P.M. -- LIB-352

PRESENT: Edmundo Garcia (presiding), Beverly Meyer (recording), Judith Birgen, Jamilah Jor'Dan, Telisa Randle, Joseph Slonek, Sandi Ballantyne, Enrique Duncan, Robin Hawkins, Nelly Maynard, Lawrence Pinkelton, and Shelia Collins

PRESENT VIA PROXY: Veronica Williams

ABSENT: Latrice Eggleston, Rohan Attele, Barbara Price, Arrileen Patawaran (with notification), Chat Viacrusis, Tanya Lloyd, and Bobbie Stewart

1. Garcia called the meeting to order at 12:30 p.m. and noted that the start time of all future meetings of the UBC will change to 12:30 p.m. He distributed a packet of handouts for the meeting; the packet included an agenda, the minutes for the meeting of December 12, 2013, a list of UBC Subcommittee members and their meeting times with unit representatives, a list of UBC recommendations from FY 2012-2015, and a copy of the UBC Bylaws. Pinkelton distributed UBC forms to committee members for the President's Office and for Administration and Finance.

2. Slonek moved, Collins seconded, to approve the minutes of the meeting of December 12, 2013, as written. The motion passed unanimously.

3. Preparations for the hearings. Garcia reviewed the schedule and the list of UBC Subcommittee members; the ITD and President's Office subcommittees should meet together. He will call the presenters to confirm their presence and remind them to bring the UBC forms if they haven't submitted them already. (Only Academic Affairs has not yet submitted forms.) Announcements about the hearings will go out next week since they are open to the entire university community. Subcommittee chairs will run the meetings, welcome the presenters and handle the Q & A session (subcommittee members ask questions first, and then any audience members may ask questions). Garcia reviewed last year's recommendations and answered questions about them.

4. Review of the UBC Bylaws. The committee went through the document and made several suggestions for changes.

A. Section 1. Purpose. 1. Is the quote from the BOT Regulations still accurate? 2. The quotation needs a citation. It was pointed out that the UBC could request more budgetary information (such as quarterly reports) to inform our recommendations. A discussion was held about budgetary transfers, and Pinkelton explained the process.

B. Section II. Membership. 1. Names of some of units need to be changed. The committee noted that three units currently lack representation on the UBC (needed: one more member from the College of Arts and Sciences, a faculty-at-large member, and a representative from the President's Office). 2. The wording about faculty and staff member appointments was changed to: "... faculty and staff members are appointed for a three-year term for a maximum of two such terms. Incumbents may not succeed themselves unless approved by a two-thirds vote of the Committee" 3. The phrase "and request a replacement" was added at the end of the

following sentence: “The committee shall provide a report at the end of each fiscal year, to the appointing body, of members attending less the 50% of the schedule meetings.”

C. Section III. Officers. No changes suggested.

D. Section IV. Meetings. 1. The phrase “for each committee member” was added at the end of the following sentence: “Proxy votes may be used for no more than 25% of the scheduled UBC meetings in an academic year.” 2. “Approved” was added at the beginning of the following sentence: “Minutes of the meetings shall be distributed to members of the committee...” 3. “the Faculty Development Committee” was deleted from the end of the same sentence and “posted on the UBC website” was added.

E. Remaining sections. No changes suggested.

5. Next meeting: Thursday, February 6, 2014 at 12:30 p.m. in LIB-352. The agenda will be discussion of the subcommittee reports. Subcommittees should try to have their reports ready by Wednesday, February 5, and e-mail copies to all committee members so that they can be read before the meeting.

6. There being no other business, Garcia adjourned the meeting at 1:40 p.m.