

University Budget Committee

Location: LIB 352 @ 12:30pm

UNIVERSITY BUDGET COMMITTEE MINUTES

Tuesday, September 24, 2019

I. Call to Order

The meeting was called to order at 12:36 PM

Attendance - Members Present 18, Proxies 3, absent 2

Present:

Judith Birgen, Arrileen Patawaran, Mark Kutame, Leslie Jackson, Azungwe Kwembe, Tanya Hall, Chyrese Wolf, Michael Danquah, Bobbie Garner-Stewart, Pamela Sims, Valerie Riley, Rohan Attele, Jannette Dryjanski, Lionel Pittman, Nelly Maynard Johnnie Barker, Edmundo Garcia-Solis, Lionel Pittman, Sheny Bridge-Carter and Jimell Byro-Reno (Renee Barnes)

Present via Proxy: Thomas Rowan, Linnae Bryant, and Ginger Ostro

Absent: Eric Shen and Michael Ellison

*** Welcome to our newest member Dr. Lionel Pittman**

II. Approval of Minutes August 28, 2019

Motion Judith Birgen, 2nd by Dr. Hall, **ALL IN-FAVOR** minutes were approved with minor corrections to name spellings and now ready to be posted to webpage.

III. UBC Representation and By-laws

Bylaws were attached to agenda - Discussion whether we should amend the bylaws to the new divisions.

Leslie Jackson motioned that we make the changes to the table and not to the Bylaws under the following and Judy Birgen 2nd and ALL ARE IN FAVOR.

Member at large to President Area

Institutional Advancement to Institutional Effectiveness Research

Vice President for Admin. & Financial Affairs to Budget Research and Planning

IV. CSU Budget status –

In the meeting of August 28, 2019 Judy Birgen request a report reflecting the university projections the university for FY 18 and compare to FY 19. Are we on target or not...?

- a. Arrileen Patawaran presented examples of Add Legends and Expenditures to UBC 2020 Budget recommendations.

She reviews the request by sharing the request, the actual expenders and the number of students which includes 3 factors on how to determine the request. She defined the Budget as a spending plan.

Add Legends= assigned base on the majority functions of departments and organizations.

The university used 6 of our 21 recommendations.

- b. Budget Books for FY 19 and FY 20 have been released.

- V. Budget Hearings Subcommittee roster and chairs –** chairs were selected along with changing of some committee members. Back up date February 4, 2020. The process will begin our chair will send letters for review and then to the VP's. Once the VP's submit, Aarie has created a form to request more information from the VP. These forms will be issued to the chair with a request from Budget Office.

VI. Hearing schedule

January 21, 2020 Financial Operations – Dr. Tonya Hall - Chair

Jimell Byrd-Reno Johnnie Barker Bernie Roman
Michael Danquah Shenay Bridges Carter
Micheal Ellison

January 23, 2020 Enrollment Management - Judy Birgen – Chair

Rohan Attele Bobbie D. Garner- Stewart Pamela Sims
Jan Dryjanski Mark Kutame Azunqwe Kwembe

January 28, 2020 President Office – Rohan Attele -Chair

Linnae Bryant Chyrese Wolf Valerie Riley
Johnnie Barker Lionel Pittman Arrileen Patawaran

January 30, 2020 Academic and Student Affairs – Nelly Maynard – Chair

Ginger Ostro Judy Birgen Leslie Jackson
Jannette Dryjanski Pamela Sims Azungwe Kwembe
Michael Danquah Mark Kutame

January 31, 2020 Administrative Services- Valerie Riley - Chair

Judy Biregn Bernie Rowan Ginger Ostro
Chyrese Wolf Bobbie Garner-Stewart Tonya Hall
Johnnie Barker

VII. Forms and Letters for unit VP's discussion

The process will begin our chair will send letters for review and then to the VP's. Once the VP's submit, Aarie has created a form to request more information from the VP. These forms will be issued to the committee chair per request.

VIII. AOB -None

IX. Adjourned at 1:45 PM

Submitted by Bobbie Garner Stewart – UBC Secretary 9/27/19