

University Budget Committee Minutes
Friday, September 22, 2017
3:00-5:00pm - WH D444

Present

Appointed Members- Hugo Asencio, Justin Blakely, Theodore Byrne, Kathleen Chai Edward Cleek (as proxy for Gurpreet Singh), Kate Fawver, Kamal Hamdan, Grace Iheke, Michael Kelley, and Bin Tang.

Ex Officio Voting Members- Jeff Falkner, William Franklin, Naomi Goodwin, Michael Spagna, and Carrie Stewart.

Non-Voting Division Budget/Fiscal Officers & Others- Rod Hay, Cecily McAlpine, Wayne Nishioka, Ken O'Donell, Marci Payne, and Susan Sanders

Staff to the Committee – Andrea Alvarez, Homaira Masoud, and Stephen Mastro

Not Present

Kendall Hinesley, Chris Manriquez, and Caithlyn Torres.

The meeting began at 3:03 pm. Agenda and 2017-18 UBC member list were passed out.

Naomi Goodwin welcomed everyone to the University Budget Committee, thanked Theodore Byrne for his service as chair, and announce that Kamal Hamdan will be serving as the new chair.

Kamal Hamdan thanked Naomi and the committee for the opportunity. Kamal stated that he is excited to serve as the UBC chair for the upcoming three years and said that he has five goals for the UBC. His five goals are 1) Full / complete transparency 2) Receive information in timely manner 3) Allow adequate time for committee members to receive information prior to the meeting 4) Equal voices for all committee members 5) Making decisions in the best interest of our students.

Naomi reviewed the UBC charge, referencing PM 2014-04. The charge discusses the mission, perspectives & scope of responsibilities, and procedures. Naomi indicated PM 2014-05 will be updated in the near future to eliminate the April 1 deadline for UBC to provide budget recommendations to the President and to clarify membership and voting authority.

Naomi mentioned that the University Town Hall will held on October 24 from 10am -12pm in the Loker Student Union.

A question was asked if the PM allows for a proxy if committee members can't attend a scheduled meeting. Naomi responded that the PM is silent about proxies, but that UBC has a past practice of allowing members to send proxies.

Naomi provided an overview of Budget Planning Guiding Principles based on a highly regarded publication issued by the National Association of College and University Business Officers (NACUBO), *An Introduction for Faculty and Academic Administrators* by Larry Goldstein and discussed the CSU Budget Process and timeline. Naomi asked UBC members who are interested in obtaining a copy of the NACUBO/Goldstein publication to let her know and she will purchase copies on behalf of those interested.

A question was asked on whether the CSU Budget allocations were posted anywhere. Naomi responded all CSU Campus Allocation Letters are posted on the CSU Budget Website. The CSU Budget Website can be found at <http://www.calstate.edu/budget/fybudget/>.

University Budget sources were explained, including Operating and Auxiliary Fund Sources and 2017-18 Projected Operating Revenue and changes in the mix of the state appropriation and tuition and fees from FY 2008-09 vs. FY 2017-18. An overview of the 2016/17 Fiscal year positive outcomes and challenges were reviewed. Some of the positive outcomes were increasing transparency using OpenGov.com, reduce the \$12.4M base shortfall to \$4.7M, and received 2% funded enrollment growth for 2017/18. Some of the continued challenges are the increasing benefit costs and recognizing that the 12.4M base GAP didn't include benefit costs, Health Center funding shortfalls, and the increasing of technology and facility costs.

In response to an inquiry, Naomi indicated Administration and Finance will look into adding an overview of OpenGov as an UBI workshop.

Naomi provided an overview of 2016/17 all funds and operating fund carry forward balances. A question regarding the intent of carry forward balances was raised and the committee engaged in dialog regarding the one-time nature of carry forward balances and different perspectives and objectives within each division for use of prior year balances. Naomi indicated additional information on carryforward balances will be provided at the next meeting.

Kamal and Naomi reemphasized some of the objectives and priorities for this year, including continuing to invest in student success, have full transparency, share additional information on non-operating fund resources and consider multi-year budget strategies.

The staff to the committee will try to send information for upcoming UBC meetings a week ahead of time. This will allow the committee to review the material prior to the meeting dates and be able to ask clarifying questions prior to and during the meeting.

The future meeting dates and topics were presented and agreed upon. The next meeting will be Friday, October 6. Agenda topics for this meeting include a review of past and present Operating Fund carryforward, Student Success Fee Revenue & Expenses, and Mandatory Costs. Providing a real-time web conference option using zoom for future UBC meetings for remote participants to view handouts and presentation information simultaneously with the group was suggested. Naomi indicated Administration and Finance will look into setting this up.

The meeting was adjourned by Kamal Hamdan at 5:03 p.m.