

**University Budget Committee Minutes**  
**Friday, November 16, 2018**  
**3:00-5:00pm - WH D444**

**Present**

**Appointed Members-** Hugo Asencio, Kate Fawver, Chinaemerem Isika, Christian Jackson, Michael Kelley, Joanna Kimmitt, Gurpreet Singh, Bin Tang, Elwin Tilson, and Celina Valadez

**Ex Officio Voting Members-** William Franklin, Naomi Goodwin, Chris Manriquez, Michael Spagna, and Carrie Stewart

**Non-Voting Division Budget/Fiscal Officers & Others-** Hadia El-Bardisy, Cecily McAlpine, Wayne Nishioka, Ken O'Donnell, Alana Olschwang, and Claudia Orozco

**Staff to the Committee** – Andrea Alvarez and Wayne Nishioka

**Not Present**

Marci Payne

The meeting began at 3:05 pm.

Kate welcomed everyone to the meeting and asked that members take a few minutes to review the minutes from October 26. Minutes were approved as presented.

Naomi gave a brief update on the Academic Senate and Town Hall budget presentations and passed out a handout with some comments and questions that were asked.

Christian mentioned that ASI and Cabinet have been engaging in monthly meetings about Student Success. Some topics discussed include where the funds are being allocated and how they can be of better use.

Naomi briefly provided information on the Operating Fund Carry Forward and Fund Balances for 2017/18. She reminded everyone that a detailed financial reports the budget website.

Kate asked that we go into Division presentations. Divisions presented on strategic priorities and use of funds recommended by UBC, base and one-time budgets, division organizational charts, and 2018/19 requests..

Chris started off the division presentations and spoke about IT's goals and objectives, elements of success, multiyear criticality, efforts, and last year's funds. University IT Governance is made up of committees, several taskforces, and existing bodies. IT is currently working on releasing Mobile Platforms, with the first phase launching this semester. A campus refresh is currently underway where Permanent/Tenure/Tenure Track Faculty, Full-time Adjunct Faculty, MPPs, receive BOTH laptop and desktop and Full Time Permanent State Employee Staff, receive desktop only. Some multi year projects to consider for 2018/19 will be funding for one card, video camera, Wi-Fi, and LMS migration. Chris then briefly discussed IT's budget requests that will be presented next week.

Chris answered questions asked by committee members.

Dr. Franklin presented for Student Affairs. He mentioned that Student Affairs follows some of the University Strategic Plan. Goal 1 – recruitment, transition, and retention ; Goal 3 – teaching and learning both in and out of the classroom ; Goal 5 – administrative excellence, efficiency and effectiveness ; and Goal 6 – visible and engaging communications. Student Affairs focuses on increasing the quality of the student experience from inquiry to alumni, enhance the role and practice of assessment within the division, increasing training and professional development of staff at all levels, and improving communication within the division, with other areas of university. Dr. Franklin went on to talk about Student Affairs' current budget and 2018/19 funding for UBC to consider.

Dr. Franklin answered questions asked by committee members.

Provost Spagna presented for Academic Affairs. He mentioned that Academic Affairs has spent down AADHT and ST01 funds at the end of each fiscal year. Baseline funds within colleges may have a possible shortfall this current fiscal year. The division is waiting its turn to eliminate its structural deficit. The first challenge is that Academic Affairs' efforts to clear our structural deficit have not kept pace with the growth of the division and university by relying on one-time grants (e.g. Title V and governor's Innovation Award) to support programming. The second challenge predominance of salaries leaves little flexibility or responsiveness and they would need to identify reliable non-state funding sources where positions can be paid and work with Admin & Finance to improve "position control". The third challenge is that baseline funding to colleges isn't proportionate to their instructional costs and they need to allocate new faculty lines in proportion to need and pursue extramural funding specific to colleges. Academic Affairs budgeting principles are students first, transparency, college-level control and enrollment based budgeting, and parsimony: nearly all baseline dollars go to payroll and course sections, assuring delivery of the educational mission. Provost mentioned that college meetings are scheduled to discuss each college's budget and proposed new hires.

Naomi presented for Administration and Finance. She spoke about the FY 2018/19 Base Budgets, including the Operating and Student Success Fee funds. The uses of the 2017-18 UBC Allocated Budgets were \$250,000 Deferred Maintenance base allocation used towards the Library North elevator renovations; \$375,000 SBS/Library Renovation one-time allocation: \$88K spent towards this project as of 6/30/18 (includes \$55K encumbrance balance); \$200,000 EIR/Campus Master plan one-time allocation: funds fully expended; and \$70,000 campus signage one-time allocation: funds fully expended. Admin and Finance's priorities are health and safety, Effective Resource Management, Continued Investment in Creating the Academic Environment Current and Future Students Need and Deserve, Facility Needs using the Facility Condition Needs Index, and Staff Recruitment & Retention.

Kate and Naomi thanked everyone for their time. The next meeting will be held on Friday, November 30, 2018 and will include the last presentation by University Advancement. Kate encourages all members to attend the meetings on November 30 and December 7 because budget allocation recommendations will be discussed and voted on.

Kate adjourned the meeting at 5:05 p.m.