

MINUTES OF THE UNIVERSITY BUDGET COMMITTEE
MEETING ON OCTOBER 1, 2013 AT 12:30 P.M. – LIB-352

PRESENT: Edmundo Garcia, Chair; Beverly Meyer, Secretary; Sandra Ballantyne, Arrie Patawaran, Shelia Collins, Tanya Lloyd, Nelly Maynard, Enrique Duncan, Joseph Slonek, Robin M. Hawkins, Judy Birgen, Larry Pinkelton, Telisa Randle, Barbara Price

PRESENT VIA PROXY: Rohan Attele, Jamilah Jor'dan, Chat Viacrusis

ABSENT: Bobbie Stewart (on leave), Ismael Reyna, Latrice E. Eggleston

1. Garcia called the meeting to order at 12:30 p.m. and all members introduced themselves. Five new members were present. Garcia distributed a packet of handouts for the meeting; the packet included an agenda, the August 21, 2013 minutes, the list of current UBC members, a copy of the UBC Proxy form, PME Schedule by Role, CSU Allocation of Line Items by Fund from the FY 2014 budget, list of VPs, UBC Forms 1-4 for VPs, a copy of a subcommittee report from last year, and a copy of the UBC letter to VPs from last year.
2. Minutes of the August 20, 2013 meeting. Patawaran pointed out that the Office of the Budget has a new name: Office of Budget and Resource Planning. Lloyd moved, Maynard seconded, to approve the minutes as amended. The motion passed.
3. Membership roster. Garcia reviewed the vacancies that still exist; he is continuing to contact people to fill these spots. The committee reviewed the roster and made several name corrections. Garcia will update the committee's information soon in the "Groups" section on Cougar Connect.
4. UBC Action Schedule – Garcia reviewed the proxy form that committee members should use for absences from committee meetings. He also noted on the "PME Schedule by Role" that the UBC should be sending out forms in September/October to the VPs for budget requests for their budget requests for the next two years. He briefly reviewed the sample forms and letters from the handouts.
5. FY 2014 Budget – Patawaran and Pinkelton briefly reviewed the "Allocation of Line Items by Fund" page of the new budget; the University's total budget for the year is \$131,972,300.00. They also distributed a list of which items recommended by the UBC last year were chosen to be funded in FY 2014 through reallocation of funds; the list also included the amounts that were re-allocated from existing funds to these items. Patawaran reminded the committee that we will be making recommendations for FY15 and FY16 this year.
6. Forms for VPs – It was decided that we should interview the following people from the following six areas: Academic Affairs: Dr. A. Henderson; Facilities and Police: Mr. R. Watson; Financial Affairs: Mr. L. Pinkelton; Student Affairs/Enrollment Management: Ms. L. Peeples; President's Area, Legal, HR, and Compliance: Ms. B. Bush; and ITD: Mr. P. Shinde.

7. UBC Subcommittees: Members volunteered for or were assigned to the subcommittees; Garcia stated that each sub-committee should choose its own chairperson.

Academic Affairs (Dr. Angela Henderson)

Barbara Price
Judith Birgen
Beverly Meyer
Rohan Attele

Facilities/Police (Mr. Ronnie Watson)

Joseph Slonek
Arrileen Patawaran
Sandra Ballantyne

Financial Affairs (Mr. Larry Pinkelton)

Ismael Reyna
Telisa Randle
Bobbie Garner-Stewart

Student Affairs/ Enrollment Management (Ms. LaShondra Peebles)

Chat Viacrusis
Nelly Maynard
Enrique Duncan

President's Area/Legal/HR/Compliance (Ms. Bernetta Bush)

Edmundo Garcia
Rohan Attele
Robin Hawkins
Jamilah Jor'dan

ITD (Mr. Prashant Shinde)

Shelia Collins
Tanya Lloyd
Latrice Eggleston

8. The committee discussed where to place copies of the minutes. It was decided to place them into Cougar Connect. The President's Office is organizing a web page, and perhaps we can place approved copies of our minutes there instead when this page is operational. However, UBC meetings are closed to the public.

9. The **next meeting** will be held during the week of October 21st. (Later the date decided upon was **Wednesday, October 23, 2013 from 12:05 to 12:50 p.m.**).

10. The meeting adjourned at 1:20 p.m. by consensus.