

University Budget Committee

Minutes September 21, 2017

Meeting Location – 352 LIB

12:35 – 1:26

Members Present: Judy Birgen (Chair), Michael Danquah, Jan Dryjanski, Marly Flores, Tonya Hall, Brianna Hoffman, Azungwe Kwembe, Nelly Maynard, Arrie Patawaran, Eris Shen, Pamela Sims, Chyrese Wolf

Proxies: Valerie Riley (Jan Dryjanski), Rohan Attele (Eric Shen)

Absent: Renee Barnes, Linnae Bryant, Latrice Elaine Eggleston, Charlie Grijalva, Neromi Horton, Darren Martin, Larry Owens, Bobbie Garner-Stewart,

Call to order: 12:35

No minutes to approve.

Brianna Hoffman, the undergraduate student representative, was welcomed as the newest member. She agreed to join the Enrollment Management Subcommittee.

The University Budget Committee needs a graduate student member.

A. Patawaran distributed forms **UBC 1 – 4** and explained some revisions.

UBC 1 – columns added were Strategic Goals, Justification, and How to Fund Budget Request. Options are found below chart.

UBC 3 – contains Capital Requests only, which is defined on the form.

A. Patawaran also provided **the 2017-2018 Schedule for FY 2019 & FY 2020 Budgets** and the **Permanent Request for Operating Dollars Requested in support of FY18 Initiatives**.

Arrie will get a sample letter to Judy to send for scheduling subcommittee presentations. This letter will request a response by 12/8.

The next meeting was scheduled for Thursday, 10/19, at 12:30 in LIB 301.

Adjourn: 1:26