

UNIVERSITY BUDGET COMMITTEE (UBC/COMMITTEE) MINUTES

12:30 p.m., Thursday, January 26, 2023

VIA VIDEO CONFERENCE, Zoom

<https://us02web.zoom.us/j/82853141984>**Present**

Shawnice Avilez, Bobbie Garner-Stewart, Arrie Patawaran, Valerie Riley, Pamela Sims, Den Stark (Co-Chair), Tereshia Weathers, Tajuane Wes, Guest: Neromi Horton.

Absent

Jackie Benchik-Osbourne, Judith Birgen, Michael Holmes, Azungwe Kwembe, Kevin Newell, Melany Puglisi-Weening, Roxanne Stevenson.

FACULTY REPRESENTATION

None of the faculty will be in attendance of today's meeting because they have a union meeting. It will not be right to hold the meeting without the faculty. The faculty are fighting to be represented. The meeting cannot be held if there are not seven members present. They have the minutes from the November and December meeting and different by-laws but the Committee cannot vote because of contention and will wait for the other members.

Den Stark asked Neromi Horton to do the roll call. Only six voting members were present and it was decided the UBC will hold an unofficial meeting which began at 12:40 p.m.

BY-LAW CHANGES

No new members were appointed. Den explained a few changes made to the by-laws. Administration has decided to combine the Deans of Pharmacy and Health Sciences so there is now one Dean for both areas. This will reduce the number of faculty to five, but will open up a spot from the Faculty Senate. There will be six faculty appointments with one appointment made by the Faculty Senate and at least one of the other faculty must be a member of the faculty union, but not selected by the union. Valerie mentioned desired changes to the by-laws must be sent to all members and then voted upon.

In November the Committee did not want to eliminate the Vice Chair position. When they voted, a question was asked about the Vice Chair. In response to the Vice Chair position, Den stated there are two Co-Chairs which means a Vice Chair is not needed. The University's CFO/VP of Financial Operations was voted to be a permanent Co-Chair.

The positions to be selected is another Co-Chair and a Secretary. There are two Co-Chairs of which, effectively, one is a Vice Chair. With two Co-Chairs, if one is not present, the other will officiate. This information was in the by-laws sent out. It reconstitutes the six faculty. There is a phrase within the by-laws that states there must be at least one faculty union member and the Committee has plenty of these. The Committee had quite a discussion in regards to the by-laws. Den mentioned Jason Carter, the University's General Legal Counsel, requested an editable copy of the by-laws so he could make changes. He will wait to see if the by-laws pass with Legal Counsel. If it doesn't, the Committee will review. The portions that pass will be included and those that don't will be voted upon and removed.

NOMINATING COMMITTEE

The Nominating Committee has not met. Den is still entertaining responses on which subcommittee the members will serve. He asked if the Co-Chair of the UBC was responsible for appointing Chairs to the subcommittees. The response was that the Chairs on the subcommittees were volunteers from within the subcommittee.

Question: How do you go about being on the subcommittee?

Response: Send Den Stark an email for consideration of the subcommittee in which you are interested.

There needs to be at least three members for each of the five subcommittees with different people on each and an extra person on some.

UNIVERSITY BUDGET COMMITTEE (UBC/COMMITTEE) MINUTES

12:30 p.m., Thursday, January 26, 2023

VIA VIDEO CONFERENCE, Zoom

<https://us02web.zoom.us/j/82853141984>**TIMELINE**

Arrie Patawaran did not update the budget timeline. She cannot complete the process by herself and the Committee needs to move forward. The UBC must establish who will be on the subcommittees and establish the dates for the budget presentations. The Co-Chair can send out the subcommittee list to the members. Valerie volunteered to create the subcommittee list.

Den is hoping by Tuesday of next week he can announce the subcommittee members and each can pick a Chair. Assuming the Co-Chair will be able to make this announcement on Tuesday, he asked if Arrie could put together a timeline, or did the subcommittees need to meet first. Arrie just needs a two-week block of time and she can put it on the timeline. February 3rd is the deadline for senior leadership to submit their priorities to Neromi at nhorton@csu.edu and obudget@csu.edu. Arrie will revise the timeline and pass it along to Bobbie, Neromi and Den.

Six dates given for senior leadership presentations:

February 9th;
 February 14th;
 February 16th;
 February 21st;
 February 23rd; and
 February 28th

There is an extra day in case a division head needs to reschedule. Everyone on the UBC is encouraged to attend the presentation but the subcommittee members must attend. Den said Finance can be the first presentation thereby giving the other departments a little more time to prepare. The UBC will be looking at new money for new programs.

NEXT STEP

Neromi will determine which subcommittee will be presenting on these days and draft a memo to send to the division heads stating their dates and the members of the subcommittee. It is preferred to use the words "budget hearing" rather than "meeting" to avoid confusion in regards to the hearings vs. actual UBC meetings.

UBC MEMBERSHIP

Question: Is Neromi Horton taking the place of Bobbie Stewart as secretary?

Response: Neromi is acting as her deputy. Bobbie is the elected secretary. Bobbie stated she agrees with Neromi's help. The UBC's meetings were on Tuesdays and they were changed to Thursdays. On Thursdays Bobbie has to take her husband for Chemo. Last week Bobbie's husband was in the hospital and she asked Neromi to take the minutes. It was also stated Neromi is here at the request of Den as is administrative assistant. Officially, Neromi is the Executive Assistant for Dennis. One member stated they thought the secretary had to be a UBC member.

ADJOURNMENT

Valerie Riley placed a motion on the floor to adjourn the meeting. The motion was seconded by Pamela Sims. A voice vote was taken and all were in favor with none opposed and no abstentions. The meeting adjourned at 1:07 p.m.