#### **CHICAGO STATE UNIVERSITY**

# **UNIVERSITY BUDGET COMMITTEE (UBC/COMMITTEE) MINUTES**

12:30 p.m., Tuesday, September 26, 2023, VIA Microsoft Teams:

<a href="https://teams.microsoft.com/l/meetup-">https://teams.microsoft.com/l/meetup-</a>

join/19%3ameeting\_MGQxMTlkNDMtMmMyZC00NjVmLWE1MDYtMzg2ZTAxNml4NWU3%40thread.v2/0?context=%7 b%22Tid%22%3a%228ceb1065-78bd-4761-9162-8ee35215afbf%22%2c%22Oid%22%3a%22ac5e1530-7c9f-435d-b947-81fb1408ebc2%22%7d>

### **Present**

Shawnice Avilez, Judith Birgen, Bobbie Garner-Stewart (Secretary), Michael Holmes, Neromi Horton (Ex Officio Secretary), Charlene Snelling, Nicole Latimer-Williams (Co-Chair), Kevin Newell, Melany Puglisi-Weening, Valerie Riley (Co-Chair), Scott Upshaw, Tajuane Wes.

### <u>Absent</u>

Jacquelyn Benchik-Osborne, Liefu Jiang, Pamela Sims, Roxanne Stevenson, Tereshia Weathers.

The meeting began at 12:32 p.m. Valerie Riley welcomed everyone back to the University Budget Committee meetings. Azungwe Kwembe is now a chair and, therefore, she is removed from the Committee. Charlene Snelling will replace Azungwe.

The new strategic goal plan has been updated to six instead of five. Community Service Urban Leadership and Economic Engagement is the new sixth goal.

The Committee is supposed to use the BPAR (Budgeting, Planning, Assessment Procedures) for the budget process this year. The information will be sent to the Vice Presidents and President. The Department Heads will submit to their Vice President or the President their budget requests and the Vice Presidents and President will make the presentation to the Committee. To submit their requests to the Committee, the Vice Presidents and Presidents and Presidents and Presidents will put their departments' requests on the regular UBC forms. Valerie Riley will send out the BPAR forms.

The members wanted to know if the Committee will be moving forward with the BPAR process this year. Nicole said she and Marcie Aranda will have a conversation regarding the budget and process.

The Strategic Plan to be used this year is the one for 2020 – 2025. The University is in the process of developing the strategic plan for the next five years.

The approved resolution for the fiscal year (FY) 2025 budget and Exhibits A and B were sent to Valerie and she added the documents to the chat. The resolution was read aloud. The FY25 budget is for \$22.3M. The operating and capital budget requests (of which \$70M were approved) may be revised by the President. The list of capital requests and operating expenses were read in the order of approved priority. While the Board of Trustees (Board) approved the FY25 priorities and capital plan, it has not actually been funded. Some of the priorities are under consideration to be switched to FY26. For some of the capital requests, it can be requested that funding be provided by the State, but it is uncertain if that will happen.

When hearing the recommendations this year, Nicole Latimer-Williams would like for the Committee to find out if the projects are multi-year. The Committee should know how many years the University is committing and the specifics with the projects.

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A question was asked about the Walgreens project. In terms of the rental, this may be a multi-year project. Marcie Aranda will get more information and bring it back to the Committee.

Regarding the Walgreens construction, there were a number of setbacks because of the break-in, but it is funded. The funding never came within the scope of the UBC because of the agreement with Walgreens. There are a number of conversations regarding the construction projects and how it will pan out in relation to the funding; funding is outside of the UBC.

The President was pleased with the report provided under Valerie's leadership last year. It set a high bar to submit the same level of reporting this year. The timing and recommendations this year needs to be before the senior management goes to the State for the budget hearings (estimated to be sometime in March). Nicole will share the deadlines when they become known. When the Committee is putting forth a recommendation, to be accounted for, we want to make sure it hits the deadline.

Marcie is working on the timeline. It will be similar to the timeline used in previous years. She should have the information she needs by the end of the week and will present the timeline at the next meeting, which is next month.

### **APPROVAL OF MINUTES**

Bobbie Stewart read aloud the UBC minutes from the May 9, 2023 meeting.

### MOTION

Judith Birgen motioned to approve the May 9, 2023 UBC minutes as read in the Committee's hearing. Bobbie seconded the motion. A vote was taken and there were no oppositions, one abstention and eight hands were raised on the screen signifying a yes vote. The motion passed and the May 9, 2023 minutes were approved.

### **OTHER BUSINESS**

None.

# ADJOURNMENT

MOTION

Judith Birgen motioned to adjourn the meeting. The motion was seconded by Marcie. A voice vote was taken and all were in favor of adjournment. The motion is passed and the meeting adjourned at 1:16 p.m.