

UNIVERSITY BUDGET COMMITTEE

Meeting #7
MINUTES



Friday, April 9, 2010
9:00 a.m. – 12 noon

Provost's Conference Room, KEL 5207

MEMBERS PRESENT: T. Bell, B. Blanshan, E. Cutrer, L. Hawk, J. Jeffries, J. Mattingly, J. McDaniel, K Rees, B. Russo, K. Watson
OBSERVER PRESENT: D. Ricardo, R. Yoshii
STAFF PRESENT: M. Boyle, M. Hinchman, L. Rojas, B. Ward
STAFF ABSENT: M. Ceppi

I. WELCOME

Cutrer welcomed members. The agenda was approved as presented. The minutes of the 2/12/10, 2/26/10 and 3/12/10 meetings were approved as presented. Members were provided with a copy of memo the co-chairs submitted to President Haynes dated 3/19/2010 conveying UBC's FY 2010/11 budget recommendation.

II. BUDGET UPDATE

Hawk distributed a document titled "University Budget Committee Budget Update, April 9, 2010" and provided a brief overview. Hawk also distributed copies of President Haynes's budget update sent to faculty and staff via email on 3/26/2010. All signals indicate a very lengthy legislative process prior to enactment of the State FY 2010/11 budget. Please refer to the handouts for detailed information.

Relative to item #7 on the Budget Update handout ~ The \$2.5M projected year-end balance for Campus Wide Activities is due to enrollment strategies the campus employed and the revenue generated from the State University Fee increase as well as savings realized in the Benefits Pool due to employee furloughs and vacant positions.

III. MULTI-YEAR BUDGET MODEL FUNDING REQUESTS

Hawk distributed copies of the following documents:

- "CSUSM Multi-Year Budget Model, Allocation of Operating Fund Incremental Budget, MYBM FIRMS Final_September 2009.xls, MYBM 0910" printed 4/8/2010, provided for members' ready-reference to facilitate the discussion of this agenda item.
- "CSUSM Multi-Year Budget Model Allocation of Operating Fund Incremental Budget Requests", which is a compilation of the requests forwarded by each Division, categorized as one of the following: CSUSM Campus Directive, CSU Contractual Obligation, and Government Regulation. Please refer to the document for details of the requests and definitions of the categories.

The items listed on the compilation of budget requests are included in the MYBM (first handout), although the dollar amount of the requests may differ from the earlier placeholders (no updates have been made to the MBYM pending today's discussion and recommendation to the President). There was acknowledgment that those items categorized as "CSUSM Campus Directives" may be the only mandates for which there is any discretion in the funding level. Discussion ensued. Members endorsed all the requests as presented, with the exception of the next to the last request on page 3, ADA Compliance. Members support the request, but recommend the allocation be fiscal rather than permanent funds. In addition, members recommended:

- Ask subdivisions/initiators of requests to submit via the respective Division Provost/Vice President a 3-year budget plan for each item.
- Schedule for discussion early in AY 2010/11:
 - how year-end balances in these activities are handled
 - whether items should be funded with fiscal or permanent dollars
- For next year's deliberation, include on the compilation of requests spreadsheet a column for entering the corresponding line item on the MYBM.

IV. DEBRIEF DELIBERATION MEETING OF MARCH 12TH

Members debriefed the UBC deliberation process; comments included:

- Members had a good understanding of the budget situation and maintained a collegial, “University first” perspective during deliberations.
- Division presentations were helpful, but the level of detail varied. Recommend more detail rather than less and consistency across divisions.
- Recommend division presentations continue to be made by the respective division representative on UBC.
- “Reinvesting” perspective was helpful rather than focusing on reductions.
- FIRMS background information would be useful, and UBC members need to understand the FIRMS data.
- Members were encouraged to review the FIRMS report prepared by a subcommittee of the Academic Senate Budget and Long-range Planning Committee.
- If a dollar value code is used again, ensure the code is applied consistently by each division.

V. PROPOSED AY 2010/11 MEETING SCHEDULE

There was consensus to accept the AY 2010/11 meeting schedule as proposed below, with one exception: changing the January 2011 meeting to Friday, January 21st (due to the recent change in the AY 2010/11 academic calendar and later start of the Spring 2011 term).

Proposal: Maintain current schedule of monthly meetings on the 2nd Friday of the month generally), 9a – 12n, in the Provost’s Conference Room (KEL 5207). Proposed meeting dates:

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| • Sept 10 | • Jan 14 <u>21</u> |
| • Oct 8 | • Feb 11 |
| • Nov 5 (<i>in lieu of 11/12</i>) | • Mar 11 |
| • Dec 10 | • Apr 8 |
| | • May 13 |

VI. ACTION ITEMS AND ADJOURNMENT

It is anticipated that there will be no new budget developments at the State or CSU level until after the June primary elections; hence, there may not be a need for the May meeting. Members were asked to continue to preserve the meeting time on their calendars just in case. An email notice will be sent announcing the status of the meeting.

Watson expressed appreciation that the President and the President’s Executive Council endorsed the UBC FY 2010/11 budget recommendation.

Cutrer and Hawk thanked members for a productive meeting and for their valuable insights. They also thanked members for their commitment and professionalism in fulfilling the charges of the UBC during a budgeting cycle that was extremely challenging because of the severity of the State and national economic crisis. The meeting was adjourned at 11:05 a.m.

Submitted by
Marcy Boyle
Assistant to the Provost and Vice President for Academic Affairs
Staff to UBC