

# [Budget, Finance, and Benefits]

## MINUTES

OCTOBER 21, 2011

1:30 – 2:30 P.M.

MEETING CALLED BY	David J. Cummins
TYPE OF MEETING	Initial Organizational Meeting
FACILITATOR	David J. Cummins
NOTE TAKER	Laura Miller-Francis
ATTENDEES	Cody Austin, David Cummins, Christina Gentile, George Haritos, Ken Linderman, Joan Kaye, Jeanette Carson, Amy Gilliland, Laura Miller-Francis, Mike Nelson, Ali Hajjafar, Gustavo Carri, Russell Hopkins, Alicia Huffman

### Agenda topics

**1:30 – 1:45**

#### INTRODUCTIONS

**DAVID J. CUMMINS**

DISCUSSION	Introductions were made and an agenda, committee roster, and The University of Akron University Council Shared Leadership for Integrated Planning and Consultative Decision-Making document was provided to each committee member.	
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Cummins requested that all committee members read the University Council document provided if not done so already.	All	

**1:45 – 2:00**

#### ELECTION OF OFFICERS

**DAVID J. CUMMINS**

DISCUSSION	Appendices A2 and A3 were reviewed to ascertain the duties and responsibilities of the elected positions. Discussion took place concerning which of the committee members were eligible to serve as one of the elected positions. Committee decided officers should be represented by one faculty representative, one contract professional and one staff employee. Nominations were made for chair, vice-chair and secretary. Cummins requested volunteers for the positions of Chair, Vice Chair, and Secretary. Discussion and voting took place.	
CONCLUSIONS	Chair -Gustavo Carri - Faculty Senate Representative , Vice-Chair- Joan Kaye-SEAC Representative and Secretary- Jeanette Carson- CPAC Representative	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE


**2:00 – 2:25 IDENTIFY / PRIORITIZE COMMITTEE RESPONSIBILITIES DAVID J. CUMMINS**

<b>DISCUSSION</b>	Cummins reviewed Appendix B3 (specific responsibilities of Budget, Finance, and Benefits Committee) with committee members. The status of the University's current budget was discussed together with ERIP, HB251, and Sasaki meeting issues. The question of confidentiality was raised.	
<b>CONCLUSIONS</b>	Cummins and Gilliland will provide financial information to the committee as needed. Information discussed during committee meetings is not confidential unless indicated as such during the meeting. Future topics could include incentives for efficiency and RCM.	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Budget overview presentation to committee members.	Cummins	Prior to November meeting
Statistics on past five years of enrollment growth and budget cuts.	Cummins and Gilliland	

**[TIME ALLOTTED] [AGENDA TOPIC] [PRESENTER]**

<b>DISCUSSION</b>	Committee discussed holding monthly meetings.	
<b>CONCLUSIONS</b>		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Laura Miller -Francis would request availability from members and communicate most convenient times for November and December meetings.	Laura Miller Francis	November 1, 2011

**2:25 – 2:30 CREATE MEETING CALENDAR DAVID J. CUMMINS**

<b>DISCUSSION</b>	Cummins discussed the options for frequency of meetings together with setting a day/time. Haritos suggested working around faculty and student class times.	
<b>CONCLUSIONS</b>	Committee elected to meet once a month.	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Send availability day/times to <a href="mailto:laura19@uakron.edu">laura19@uakron.edu</a> .	All	

<b>OBSERVERS</b>	
<b>RESOURCE PERSONS</b>	
<b>SPECIAL NOTES</b>	