

Budget & Finance Committee [BFC]
Meeting Minutes for March 19th-2:30-4:00 pm- McColleston Room

In Attendance:

Jeanette Carson, Mary Beth Clemons, David Cummins, Amy Gilliland, Ali Hajjafar, George Haritos, Joan Kaye, Matthew Lee, Ken Lindeman

Absent with notice: Dominic Donofrio,

Absent without notice: William Bediako, Michael Dzordzormenyoh

1. Approval of March 19th Agenda:

Motion made by Ken Lindeman, seconded Joan Kaye

2. Approval of March 5th minutes:

Motion made by Ken Lindeman, seconded by Joan Kaye

Minutes were approved and uploaded to UC SharePoint Site

3. University Council request:

The committee received an email from UC Steering Committee Co-Chair, Tim Lillie and Secretary, Nancy Roadruck.

This is the request:

“The Steering Committee of the University Council is referring the following questions to your committee for review and recommendations about execution. Please submit your response to the Steering Committee.

How can the UC ensure that the university policy by which the budget is created is done in consultation with the UC Budget and Finance Committee and is recommended by the UC?

How should policy provide for how the UC Budget and Finance Committee informs decision-making regarding budget issues?”

BFC response to the UC request: The University Council Bylaws endorsed by University Council dated February 12, 2013 states this committee’s role is to study, monitor and make recommendations regarding the university budget. Before answering the UC Steering committee request, the BFC feels it needs to study and understand each unit’s 5 year budget in order to make recommendations and inform our respective constituency

Identify where dramatic budget changes occurred in an academic or administrative unit during that period. Determine if the cause for the dramatic budget change was

a justifiable increase. At which point BFC would submit to UC recommendations that could minimize and potentially eliminate future deficits. Until BFC has the opportunity to study a period of budget years, it cannot make effective policy recommendations.

David Cummins and Amy Gilliland will provide a 5-year budget history prior to the March 26th meeting. The BFC will have the opportunity analyze, identify what were the causes that contributed to the deficit and make recommendations how to address the deficit in FY14 and beyond.

4. University Council Resolutions;

Since meeting time had expired this agenda item was tabled until the next scheduled meeting on March 26th.

Action Items:

- 1) Ali Hajjafar will provide a written response to UC Steering Committee request once BFC has had an opportunity to review and approved the response.
- 2) David Cummins and Amy Gilliland will provide this committee with a 5-year budget history unit by unit before the March 26th scheduled meeting

Meeting adjourned at 4:05pm

Next meeting is March 26th at 2:30-4:00pm in Buchtel Hall McCollester Room

Tentatively put on hold the following dates if additional meetings are required: 4/2, 4/9, 4/16, 4/23, 4/30, 5/7, 5/14, 5/21, 5/28, 6/4, 6/11, 6/18, 6/25, 7/2, 7/9, 7/16, 7/23, 7/30
Time: 2:30-4:00pm

Location: Buchtel Hall McCollester Room

Minutes respectfully submitted by Jeanette Carson