

# Budget & Finance Committee

## MINUTES

DATE: AUGUST 10, 2016

TIME: 1:30

LOCATION: LH 413

MEETING CALLED BY	Nathan Mortimer, Administrator
TYPE OF MEETING	Monthly Meeting
PRESIDER	Shiva Sastry, Chair
NOTE TAKER	Linda Smith
ATTENDEES	<p><b>Members:</b> Edward Conrad, Jessica DeFago, John Green, Sterling Galehouse, Nathan Mortimer, Ben Nelson, Ruth Nine-Duff, Shiva Sastry, Zak Steiner,</p> <p><b>Absent:</b> Mike Cheung, Greg Lewis</p>

### Agenda topics:

#### CALL TO ORDER

SHIVA SASTRY

DISCUSSION	<ol style="list-style-type: none"> <li>1. The chair called the meeting to order at 1:35 pm. Sastry suggested that the agenda be modified with the addition of an update from Deans &amp; Chairs. Steiner motioned for approval with this modification. The motion was seconded by Conrad and approved by unanimous consent.</li> <li>2. The August 3<sup>rd</sup> Budget &amp; Finance Committee minutes will be approved at the August 17<sup>th</sup> meeting.</li> </ol>
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#### ISSUES

DISCUSSION	<p>Sastry led a discussion regarding a flowchart he drafted regarding money flow at the University. Sastry explained that it is a simple version of how the budget could be explained and shared with others on campus. It is a working document and is not to be shared outside of the committee until it is accurate. Sastry updated the committee on the recent UC chairs meeting. He also shared that Ed Conrad, Nathan Mortimer and himself recently met and reviewed the FY14/15 actual budget, FY15/16 projected budget and FY 17 forecast.</p> <p>Mortimer asked the committee to define academic vs. non-academic. There was a discussion as to where the Office of Academic Affairs falls. It was suggested that a template be distributed to the Chairs to indicate where they fall.</p> <p>Mortimer shared handouts with the committee regarding investment and budget information that could be used to educate the committee and campus. He agreed that we all need to be more responsible and have candid conversations.</p> <p>Conrad led a discussion on the cost of doing business and what can be generalized. There was discussion regarding our academic mission and ways to reduce spending. Items included the police department, shared services, and part-time positions. Conrad asked if we know the number of open positions and if this committee is able to give an opinion as to whether positions should be filled.</p>
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	<p>SSI was discussed and more information was requested to help the committee become more knowledgeable on this issue.</p> <p>Enrollment was discussed and it was suggested that Lauri Thorpe be contacted to answer questions regarding enrollment management and recruitment. The cost and use of Graduate Students was reviewed. It was suggested that the Committee make a recommendation that it may be less expensive to hire adjunct professors.</p>
DEAN & CHAIR UPDATE	
DISCUSSION	<p>Green gave a Dean's Meeting update. The Provost has asked each Deans to share their thoughts and ideas regarding strategic investments. Green will share an overview of those presentations when complete.</p>
NEW BUSINESS	
DISCUSSION	<p>Next meeting is set for August 17<sup>th</sup> at 1:30 in Leigh Hall 413</p> <p>The meeting was adjourned at 3:00 p.m. by unanimous consent.</p>