

Budget & Finance Committee

MINUTES

DATE: AUGUST 17, 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>Members: Mike Cheung, Edward Conrad, Jessica DeFago, John Green, Greg Lewis , Nathan Mortimer, Ruth Nine-Duff, Shiva Sastry, Zak Steiner,</p> <p>Absent: Sterling Galehouse, Ben Nelson</p>
Agenda topics:	
CALL TO ORDER SHIVA SASTRY	
DISCUSSION	<ol style="list-style-type: none"> 1. The chair called the meeting to order at 1:43 pm. He asked for additions/changes to the agenda. There being none, the agenda was approved as distributed by unanimous consent. 2. The chair asked for additions or corrections to the August 3rd and August 10th Budget & Finance Committee minutes. There being none, the minutes were approved as distributed by unanimous consent. The minutes will be posted to the UC SharePoint site.
DEAN & CHAIR UPDATE	
DISCUSSION	<p>Green gave a Dean's Meeting update. The Deans continued with presentations to the Provost with their top strategic needs. Green received approval and will share these presentations with this committee.</p> <p>Cheung gave a Chair's Meeting update. The chairs have been meeting with Mortimer on a list of topics and have found his discussions with them extremely informative. One topic has been the IDC carryover issue. The Chairs have been working with Dean Amis to unfreeze this money for use by Principal Investigators (PIs). It was suggested that Dean Amis share his plan with this committee. Sastry will obtain a copy of this plan for the committee to first review and then invite Dean Amis to discuss.</p>
ENROLLMENT UPDATE NATHAN MORTIMER	
DISCUSSION	<p>Mortimer gave an enrollment update. He explained that even though Freshman enrollment is down 21%, the -8% forecast is taking into consideration overall institutional enrollment.</p>

ISSUES	
DISCUSSION	<p>There was a discussion about the spreadsheet that was provided by Mortimer regarding non-personnel expenses. Sastry would like the committee to understand this spreadsheet, but there is some confusion regarding Class abbreviations and descriptions. Mortimer will provide a legend for clarification.</p> <p>Sastry commented that the objective of this committee is to understand the expenses and make recommendations. If there are cuts to the budget, there needs to be a policy in place for guidance and standards campus wide. Carryover policy was also discussed. This committee needs to present a resolution with recommendations regarding carryover use. IDC was discussed and agreed that it should support research, be an incentive to the PI, and not be hoarded. It was suggested that IDC should be released to the faculty and PIs who earned it and that guidelines/UA Rules be followed for use. The committee will wait to hear Dean Amis' plan.</p> <p>Startup funds and packages were also discussed. It was suggested that it should be localized to each unit/college level and not campus wide. It was agreed that the committee position should be that startup money be budgeted. Mortimer to provide current policy statement regarding startup funds.</p> <p>Conrad voiced concern regarding STRS/pension plans. Suggested that a task force be formed to look at problems.</p>
NEW BUSINESS	
DISCUSSION	<p>Next meeting is set for August 24th at 1:30 in Leigh Hall 413</p> <p>The meeting was adjourned at 3:06 p.m. by unanimous consent.</p>