

Budget & Finance Committee

MINUTES

DATE: NOVEMBER 7, 2018

TIME: 2:30

LOCATION: LH 414

MEETING CALLED BY	Nathan Mortimer, Administrator
TYPE OF MEETING	Regular Meeting
PRESIDER	Phil Allen, Chair
NOTE TAKER	Jessica DeFago
ATTENDEES	<p>Members: Phil Allen, Dominic Cardarelli, Mike Cheung, Nathan Mortimer, Ruth Nine-Duff, Kevin Payne, Jarrod Tudor, Wil Cole, Shiva Sastry</p> <p>Absent with Notice: Noah Gresser</p> <p>Absent without Notice: None</p>
CALL TO ORDER	
DISCUSSION	<ol style="list-style-type: none"> Allen called the meeting to order at 2:34 pm. He asked for modifications to the agenda. There were two items added, the agenda was approved as distributed. The minutes from October 3rd were reviewed and approved. The minutes will be posted to the UC SharePoint site.
AGENDA TOPICS	
DISCUSSION	<p>Deans Report: Tudor – Deans are currently working on their Three Year Action Plans, looking hard at part-time budgets and the number of sections offered</p> <p>Chairs Report: Cheung – Chairs have not met recently, most working on Three Year Action Plans</p> <p>Mortimer reviewed the Budget Flow Chart and the process and timeline for planning the budget. Recommendations were given for edits to the document. Mortimer requested an endorsement of the document to take forward to University Council. Cheung moved to endorse the Budget Flow Chart to University Council to adopt it, Sastry second the movement, and the committee voted unanimously to endorse the document.</p> <p>Athletics, like all units, are required to have a Three Year Action Plan.</p> <p>Cheung recommended that we have a discussion as a University to have a Reserve Fund at the University.</p> <p>PNC Bank gave 500k for giving, 100k going to the giving campaign “Making a Difference Moving Forward”</p>
NEW BUSINESS	
	<p>Next meeting is set for December 5, 2018 @ 2:30 in Leigh Hall 414.</p> <p>Reserve Fund added to next agenda Next meeting December 19th</p>

THE MEETING WAS ADJOURNED AT 3:52 P.M. BY UNANIMOUS CONSENT.