

# Budget & Finance Committee

## MINUTES

DATE: JUNE 6, 2018

TIME: 2:30

LOCATION: LH 414

MEETING CALLED BY	Nathan Mortimer, Administrator	
TYPE OF MEETING	Regular Meeting	
PRESIDER	Phil Allen, Vice Chair	
NOTE TAKER	Linda Smith	
ATTENDEES	<p><b>Members:</b> Andrew Adolph, Phil Allen, Dominic Cardarelli, Mike Cheung, Jessica DeFago, Nathan Mortimer, Ruth Nine-Duff, Shiva Sastry, Zak Steiner, Jarrod Tudor</p> <p><b>Absent with Notice:</b> Taylor Bennington, Shiva Sastry, Zak Steiner</p> <p><b>Other Attendees:</b> Harvey Sterns</p>	
CALL TO ORDER		SASTRY
DISCUSSION	<ol style="list-style-type: none"> <li>Allen called the meeting to order at 2:30 pm. He asked for modifications to the agenda. There being none, the agenda was approved as distributed.</li> <li>The minutes from May 16th were reviewed and approved via e-mail immediately following the meeting. The minutes will be posted to the UC SharePoint site.</li> </ol>	
AGENDA TOPICS		
DISCUSSION	<p>There was no chair update.</p> <p>Tudor reported that Dr. Ramsier is reminding deans and faculty to continue diligent cost savings by consolidating classes and no discretionary spending. Allen commented that grant funded spending would be an exception so that those expenses can be recorded in the current fiscal year.</p> <p>Mortimer provided an update to the FY19 budget development. Numbers have been populated, but remain fluid. He indicated that he will ask for this committee's endorsement at the special meeting scheduled for June 12<sup>th</sup>. Mortimer will have similar financial conversations with the Board of Trustees on the 13<sup>th</sup>; VPs and deans on the 18<sup>th</sup>; and chairs and directors on the 22<sup>nd</sup>. He informed the committee that he is willing to add additional invitees to the meetings and said that the more informed people are the better for everyone on campus. Enrollment and retention continue to be a challenge. There will be a 5% reduction from last year in non-personnel allocations including auxiliaries that receive general fund support. Mortimer and Ramsier are working on eliminating vacant positions.</p> <p>After discussion, there was a motion to support the consideration of raises to all non-represented full-time and part-time faculty employees. The motion carried by unanimous consent. Mortimer abstained.</p>	
NEW BUSINESS		
	Next meeting is set for June 12, 2018 @ 2:30 in Leigh Hall 414.	
	The meeting was adjourned at 3:50 p.m. by unanimous consent.	