

Budget & Finance Committee

MINUTES

DATE: SEPTEMBER 19, 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, Mike Cheung, William Cole, Jessica DeFago, Nathan Mortimer, Ruth Nine-Duff, Kevin Payne</p> <p>Absent with Notice: Shiva Sastry, Jarrod Tudor</p> <p>Absent without Notice: Dominic Cardarelli</p>	
CALL TO ORDER		ALLEN
DISCUSSION	<p>Allen called the meeting to order at 2:37 pm. He asked for modifications to the agenda. There being none, the agenda was approved as distributed.</p> <p>The minutes from September 5th were reviewed and approved. The minutes will be posted to the UC Website.</p>	
AGENDA TOPICS		
DISCUSSION	<p>No update from the Deans as Tudor was not present for any reporting of updates.</p> <p>Cheung reported that there were no updates from the Chairs as they have not yet met.</p> <p>Reviewed the Budget Planning Process and flow chart. The group will continue to look at the timeline, context, and process to ensure proper planning of future budget.</p> <p>Next meeting discuss flow chart and the content in the boxes. Also determine presentation for UC.</p> <p>DeFago will not be at the October, 3rd meeting Nine-Duff will take notes for the meeting.</p>	
NEW BUSINESS		
	Next meeting is set for October 3, 2018 @ 2:30 in Leigh Hall 414.	
	The meeting was adjourned at 3:43 p.m. by unanimous consent.	