

University Budget Committee

Minutes

02.11.2022 | 9:00 am | Meeting called to order by Tim Bisping

In Attendance

<u>SUBCOMMITTEE 1</u>	<u>SUBCOMMITTEE 2</u>	<u>SUBCOMMITTEE 3</u>	<u>SUBCOMMITTEE 4</u>	<u>SUBCOMMITTEE 5</u>
<input type="checkbox"/> Larry King	<input type="checkbox"/> Keith Hubbard	<input checked="" type="checkbox"/> Kim Childs	<input checked="" type="checkbox"/> Alisha Collins	<input checked="" type="checkbox"/> Leslie Cecil
<input checked="" type="checkbox"/> Angela Bacarisse	<input checked="" type="checkbox"/> Erin Bailey	<input checked="" type="checkbox"/> Jessica Barrett	<input type="checkbox"/> Rick Berry	<input checked="" type="checkbox"/> Jennifer McCall
<input checked="" type="checkbox"/> Todd Barrios	<input checked="" type="checkbox"/> Janet Jones	<input type="checkbox"/> Chris McKenna	<input checked="" type="checkbox"/> Laura Turner	<input checked="" type="checkbox"/> Michael Mauer
<input type="checkbox"/> Mike Coffee	<input checked="" type="checkbox"/> Stephanie Ross	<input type="checkbox"/> Rob Meyers	<input checked="" type="checkbox"/> Judi Kruwell	<input type="checkbox"/> Beverly Morehouse
<input checked="" type="checkbox"/> Edward Iglesias	<input type="checkbox"/> Jeremy Stovall	<input checked="" type="checkbox"/> Kelly Noe	<input checked="" type="checkbox"/> Barbara Qualls	<input checked="" type="checkbox"/> Alex Reisinger
<input checked="" type="checkbox"/> Jason Johnstone	<input type="checkbox"/> Trey Turner	<input checked="" type="checkbox"/> Megan Weatherly	<input type="checkbox"/> Veronica Beavers	
		<input checked="" type="checkbox"/> Lesa Beverly		
<input checked="" type="checkbox"/> Tim Bisping				

Agenda:

- Review of January 10 and January 21 minutes
- Discussion on UBC pitch scheduling and attendance
- Discussion on UBC pitch process
- Discussion of UBC prioritization process
- SFA Today announcement regarding website launch and budget pitches
- Updates from subcommittees

Meeting:

- Minutes approved without opposition
- Pitch scheduling and attendance
 - o Cabinet invited to attend all pitches
 - o Each presenter will be given one hour, 30 minutes to pitch and 30 minutes for questions and answers. Questions from UBC regarding the pitch or additional items that were listed on their request, but not included in the pitch
 - o These pitches are only for new budget items
 - o There is a full schedule on Mar 4, one pitch on Feb 25
- Pitch Process
 - o Should the pitches be open to the entire university community? In person? Zoom? YouTube link? Record the pitches?
 - o Pitches will include operating and capital (HEF) expenses
 - o The council approved the following without opposition:
 - An announcement will be made on SFA Today inviting university community with a link and schedule, but will not list the physical location
 - The pitches will be recorded, but the recording will be for UBC members only.
- UBC Prioritization Process
 - o UBC members will have a prioritized list from the cabinet members
 - o It would be of greater benefit if Council members could attend pitches in-person
 - o Electronic and paper spreadsheets can be provided to take notes during the pitches. This would enable council members time to review before submitting their official rankings.
 - o The goal of the UBC is to provide a prioritized list is Cabinet and feedback regarding funding.
- UBC Timeline
 - Feb 18: Budget Requests due to UBC (this is raw budget and will need to be cleaned up)

- Feb 21: Budget Requests uploaded to Teams for UBC Review
- Feb 25: First Round of Budget Pitches
- Mar 4: Second Round of Budget Pitches
- Mar 16: Initial Rankings entered online by UBC members
- Mar 18: UBC meeting to discuss Initial Rankings
- Mar 22: Budget items tagged for discussion submitted to UBC
- Mar 23: UBC Meeting to discuss rankings
- Mar 25: UBC Meeting to discuss rankings
- Mar 30: UMC Meeting to finalize rankings
- Apr 1: Prioritized budget rankings delivered to the Presidents
- TBD: Cabinet's report to UBC on Funded requests
- UBC Website
 - o Went live with an announcement in SFA Today
- Subcommittee Updates
 - o Subcommittee 4, presented by Alisha Collins
 - A request of clarification was sent to better understand the charge for the LAR
 - Concerns were brought up that the LAR is following close to the UBC timeline and would the president would need a recommendation at the end of March.
 - Prioritizing the LAR will not require the time commitment that UBC has devoted to the university budget prioritizing
 - Budget requests are usually larger in dollar amounts, but fewer line items
 - o Subcommittee 5, presented by Leslie Cecil
 - Kay Johnson has stepped down from the committee, superseded by Jennifer McCall

Next Meeting

Monday, February 25, 2022