

University Budget Advisory Council
November 21, 2019
Summary Notes

Members present: Jesse Antilla-Hughes, Bob Bathrick, Maggie Baker, Michael Beseda, Shannon Burchard, Ria DasGupta, Jeff Hamrick, Don Heller, Monika Hudson, Christopher Lyons, Sonja Martin Poole, Dennis Miller, Bradley Morrison, Gladys Perez, Spencer Rangitsch, Theo Retos, Julia Terhaar, Tiana Valerio, Angeline Vuong, Peter Wilch and Staff to the Council: Michael Harrington, Linda Wong Lee

Members not present: Charlie Cross

Motion to approve the minutes from October 3, 2019 and October 17, 2019 meetings have been approved.

Vice Provost Hamrick shared the President's Cabinet completed deliberations for tuition and fees for next year and will be brought forward to the Board of Trustees.

The Endowment Educational Workshop has been moved to February 2020.

Vice Provost Hamrick provided a brief history of budget assist. Budget Assist provides document workflow approval process. It typically opens up once a year October through November and is built into the budget building calendar.

Most units have a process for vetting department budget proposals before it reaches Budget Assist. There are a lot of requests that never make it up to Budget Assist without the approval from the unit leader. Other proposals may start as a Budget Assist and are withdrawn using existing budget to cover the expenses.

UBAC's role in providing feedback this year may be through a survey given its size, with a written document from Monika on behalf of the group.

The group invited individual units to present Existing Contract Increase and Non-discretionary Increase Budget Assist Proposals). Please refer to handouts on Canvas.

Meeting adjourned 1:08 P.M.

Linda Wong Lee
Staff to the Council