CSU STANISLAUS
UNIVERSITY BUDGET ADVISORY COMMITTEE
February 10, 2015
SUMMARY NOTES
(Approved 2/23/2015)

Committee Members Present: Ms. Eileen Hamilton, UBAC Chair; Ms. Julia Reynoso, UBAC Co-Chair, (Director, Facilities Planning & Finance); Professor Paul O'Brien (Sociology); Professor Stuart Wooley (Biology); Ms. Alissa Aragon (Staff/Campus Life); Ms. Lori Phillips (Staff/CAHSS); Ms. Mariam Salameh (ASI President); Mr. Marvin Hooker (ASI Vice President,); Dean James Tuedio (CAHSS); Mr. Brian Duggan, MA (Director of Learning Services, OIT); Ms. Michelle Legg, (Budget Manager, non-voting member); Ms. Justine Borba (President's Office, non-voting member).

Committee Members Not Present: Professor William Foreman, (FBAC Representative, English)

Other Attendees: President Joseph F. Sheley

1. Call To Order:
Chair Hamilton called the meeting to order at 12:05 p.m.

President Sheley thanked the UBAC members for serving on the committee. He reviewed his financial concerns looking ahead regarding the ending of Prop 30 funds in a couple of years, using one time funds for the Stockton Center, the current enrollment caps and the uncertainty of incoming state funds to higher education. He expressed specific concern regarding the University spending out of its reserves without replenishing it. He charged UBAC members to advise how the University can work its way out of a structural deficit given the ending of Prop 30 funds in two years, limited enrollment targets, plus accounting for salary implementation of union contracts, salary inequities and to consider the possibility of having to absorb grant salaries in the next few years.

2. Review/Comment on Draft Summary Notes of June 2 and June 4, 2015.

It was announced the notes of the meetings would be presented in an abbreviated format and not in dictation format; The video stream of the meetings are normally posted on the web within two to three days after a meeting and closed caption is available for members wishing to view detailed transcription as well.

Members were advised that there would not be notes available for the June 2, 2014 meeting as there was a problem with the microphones at that meeting, but the video stream is available on line for viewing. The June 4, 2015 notes will be tabled and presented for approval at the next UBAC meeting.

3. UBAC Charge, Committee Membership, and Schedule.
   a. UBAC Terms
   b. UBAC Time-Line/Schedule

It was noted there needs to be at least five voting members in order to have a quorum. Meeting duration, time lines, schedule and location were briefly discussed. It was suggested the meetings be longer than one hour in order to cover the agenda items, have a series of meetings each week and then move eventually to every other week. J. Reynoso stated she would send to the members a revised meeting schedule.

It was suggested and agreed upon that UBAC members be provided with a detailed list of reserves with the expenses currently being taken out of the reserves fund. This will help members understand the issues at hand mentioned by President Sheley.

4. Overview/Tutorials – Budget Manager Michelle Legg

a. General Operating Fund Revenue and Expense Budget Changes
b. General Operating Fund Base Budget Allocation
c. General Operating Fund All Division 2014-15 Base and Ongoing Budget Allocations
d. Draft Model Budget Development Timeline for 2014-15.

M. Legg distributed items 4a, 4b and 4c and asked members to bring them back to the next meeting for discussion. Item 4d would be presented at the next meeting.

NEXT UBAC MEETING – The next meeting is scheduled for Tuesday, February 24, 2015.

ADJOURNMENT: The meeting adjourned at 1:08 p.m.

A video recording of the UBAC meeting of February 10, 2015 can be viewed on the link: https://www.csustan.edu/UBAC.