U.B.C. Agenda, Feb. 15
Meeting time & place: 2-4 p.m. CCRm
From: co-chairs Mark Larson & Bob Snyder

Agenda:

a) Budget process and timeline update (Terry)

b) Quarterly Financial Report (Terry)

c) ad hoc Budget Committee Report presentation (Paynton & Smith)

d) (From President Richmond to the U.B.C. (via email, 2/12)):

1. Are there recommendations in the ad hoc Budget Review Task Force report that the group does not agree with? If yes, why?

2. The following are the priorities in order of importance that I have asked the Vice Presidents to use in making decisions about budget reductions. Do you have suggestions for changes?

Student Success
Retention and graduation rates
Success for traditionally underrepresented students
Academic Excellence and Educational Quality
Interdisciplinary study of the environment and natural resources
Focus on the visual and performing arts
Social and Environmental Responsibility/Learning to make a difference
Fiscal Stability and Revenue Enhancement

Enrollment
Advancement
Grants and Contracts
Entrepreneurial faculty and staff
Service to the North Coast Community

3. Below is the timeline for the Vice Presidents and President dealing with the current budget crisis. If you have suggestions for changes, they would be appreciated.

Feb. 11 - Deadline for sending a list to the President's Office of possible reductions in expenditures and estimated savings.
Feb. 15 - President's Office assembles the data and distributes it back to all of us with an estimation of additional reductions needed.

Week of Feb. 25 - We meet to review university-wide expenditures and determine how they can be reduced or eliminated. Based on these data or others, we determine how much more we need to reduce to get to $4M by eliminating programs/services/functions.

March 7 - Each VP/President sends the President's Office a prioritized list of programs/services/functions to be cut with an estimate of savings involved.

March 10 - We meet to review these lists and make final decisions about proposals to reduce 08/09 budget by $4M.

March 17-April 1 - We meet with UBC, Senate, Staff Council (others?) and present our plan to make budget reductions.

April 1-14 - Make changes based on suggestions from campus and assemble final plan.

4. Below is a draft charge for the UBC based on the recent report with some modification. Do you have suggestions for changes?

The UBC should:

1. Become competently informed about the University budget, the budget process, and budget policies
2. Be the oversight body on campus responsible for monitoring the campus budget throughout the year. Such monitoring should include review of quarterly reports from the University Budget Office on budgeted revenues and expenditures relative to actuals of agreed upon budget categories.
3. Provide timely communication to the Academic Senate, President, University Executive Committee, and the campus community on budget issues, through the internet and other media, as appropriate.
4. Review recommendations from the Vice Presidents and President for the allocation of unbudgeted funds (including enrollment growth funds) based on the university's strategic plan.
5. Review the vice presidential and presidential divisions’ plans to reduce services when budget reductions are required and report recommendations to the President and the University Executive Committee.
6. Advise the President on general budget policy.

e) Other agenda items: (send suggestions to Mark Larson)