Meeting called to order at 2:12 p.m. by Mark Larson.

Mark Larson and Robert Snyder co-chairs; In attendance voting members: John Powell, Michael Thomas, Judith Little, Mary Kay, Saeed Mortazavi, Steve Butler, Colleen Mullery, and Laura Weare

Staff to UBC: Carol Terry

Steve Smith and Scott Payton gave a brief overview of the Ad Hoc Committee report. A list of recommendations from their report was included in the agenda. They determined that after interviewing administrative staff and faculty that the biggest concerns from all was for whatever reason their seemed to be a great deal of mistrust, lack of transparency and poor communication in the current configuration of the UBC. Steve and Scott stated that they believed that the Long Beach Model should be used to define the purpose of the UBC and that clarity of the budget process was the top priority. The biggest concern of course is that the UBC focus on Campus wide goals and/or priorities rather than group specific. Scott and Steve also felt there was some misunderstanding of the role of the UBC as a board in an advising role rather than a decision making role. While there suggestions will require change of processes and perhaps personnel, it was stressed that the UBC must continue in its current state and make its recommendations based on the organization of the Board now.

Carol Terry handed out some current year financial status reports on the CSU Operating Fund (formerly known as “general fund”). This information was generated from Humboldt’s data warehouse using a query tool called Hyperion. Query access is available to all HSU employees with proper approval from their supervisor and training is available through the CMS team.

Steve Butler stressed that although it would be nice to be able to wait until the CSU received its final numbers from the State, that the UBC needed to make its budget recommendations much sooner than that for the sake of campus planning. As reductions have been very hard for the UBC members to deal with in the past, the Vice Presidents have initiated discussions regarding campus reductions and will bring their recommendations to the UBC for discussion so that they can develop their budget recommendations to the President. Mark Larson asked the group to review the budget review committee’s recommendations and bring any recommendations for changes to the next meeting.

Many members of the UBC felt that it would be helpful if a handbook with definition of the Board’s role be given to new members and some training on the budget process. The UBC also asked to have a more complete list of revenue and expenditures to have a more complete picture of what may or may not need to be cut from the budget. Carol Terry will bring to the next meeting.

The next meeting will be February 22, 2008. The agenda will include ideas and any questions regarding the President’s priority list for reductions to the meeting.

The meeting was adjourned at 4:05 p.m.

Respectfully submitted,
Tricia Ladd
ASA II, Financial Affairs