University Budget Committee (UBC)
April 25, 2008

Meeting called to order at 2:04 p.m. by Mark Larson.

Mark Larson and Robert Snyder co-chairs

In attendance voting members: Lumei Hui, Michael Thomas, John Powell, Mary Kay, Saeed Mortazavi, Judith Little, Ann Moore, Colleen Mullery, Amy Moore

Staff to UBC: Carol Terry, Lee Lindsey

Carol Terry reported that the UBC website was up and running in its temporary format.

Unless the UBC hears from its members with any changes by noon, April 28, 2008, the response to the Budget Review Task Force Report will be sent to the President with the memo drafted by Mark Larson as is. The motion was voted for unanimously.

The group then turned to the Draft 1 of the response to the President’s and Vice President’s Proposal for 08/09 Budget reductions.

The changes or additions to the following:

a.1) Suggestion: consider using a set of priorities each year for making decisions about augmentations as well as for cuts.

b) The Committee recommends that if HSU does not have to make reductions in excess of $3 million, the one time funds identified here totaling approximately $4.5 million be put into the reserves to mitigate any future budget cuts.

d.1) to read as is with the addition that we recommend aggressive pursuit of energy conservation and other cost savings ideas.

e) It is requested that the division VP’s report to the UBC on what the augmentations are intended to accomplish, what programs will be implemented with these funds, and that by May 2009 measurable accountability will be established for budget augmentations.

f) It is requested that division VP’s present to the UBC their plans for implementing budget reductions, what impact the cuts will have on university priorities as stated in the President’s proposal, and a brief explanation of why the choice of cuts were made, as these actions will lead to greater budget transparency.

g) Is to be deleted

h) The Committee encourages the University to meet its budget reserve policy.

Mark Larson is to circulate via e-mail the responses to the President's and Vice-Presidents’ Proposal to the Committee members. Members have until noon on Monday, April 28, 2008 to add any changes or comments. The response will be then sent to the President on Monday, April 28, 2008 by 5 p.m.
Carol Terry gave a brief overview of the budget for 07/08 as of the “3rd Quarter” mark. Carol estimated that $2 million had been saved which would help augment the shortfall expected for the 08/09 budget.

If a meeting with the divisional VP’s can be arranged for May 9, 2008, there will be a meeting on that date. The agenda would include a report regarding their plans for budget cuts and how they will be accomplished.

The meeting was adjourned at 4:12 p.m. by Robert Snyder.

Respectfully submitted,

Tricia Ladd
ASA II, Financial Affairs