

Humboldt State University
Minutes, University Budget Committee
Friday, October 6, 2006

- Co-Chairs: Saeed Mortazavi, Rick Vrem
- Voting Members: Crystal Chaney, Brandon Hemenway, Lumei Hui, Nancy Kelly, Mark Larson, Judith Little, Wayne Perryman, Laurie Sheppard, Rosemary Smith for Susan Dodson, Michael Thomas
- Ex Officio: Randi Darnall-Burke, Carol Terry
- Observers: Steve Butler, John T. Carter, Rob Gunsalus, Nancy Hurlbut, Cynthia Hyland, Sarah Schneider, Anda Webb
- Agenda: UBC Membership Review

The first UBC meeting opened with introductions. A brief discussion followed regarding the history of membership from its inception, as recommended by the Academic Senate. President Richmond has now asked the committee to evaluate its current membership structure and “make suggestions for changes.” The CSU Long Beach (CSULB) Resource Planning Task Force was identified as an example of our “best practice” model to consider.

Similarities between the current CSULB membership include:

- Both committees have two non-voting co-chairs (at HSU, the Chair, Academic Senate co-chair votes to break tie votes)
- Both committees are comprised of 10 voting members.
- Both committees include 5 members of the Faculty. (CSULB’s faculty representatives are members by virtue of their chair appointment to various committees on campus, which is a little bit different than the faculty membership at HSU.)
- Both committees rely on the services of the Budget Director to staff their committee as well as other administrative resource professionals.

Differences between the current CSULB voting committee membership and Humboldt’s UBC were identified as follows:

- CSULB identifies the Vice President for Administration and Finance to co-chair with the Provost, instead of the Academic Senate Chair.
- CSULB committee includes only one student; HSU includes two students.
- CSULB identifies four members from administration; HSU identifies three divisional staff members.

Concerns for “checks and balances” within the member structure were discussed as were the qualifications of the members. The possible benefit of new committee membership training was mentioned. Finally, the campus perception of equitable representation was emphasized as the desirable outcome of restructuring.

Mark Larson shared a handout containing a suggested membership structure based on the assumption that the current structure may not include the “necessary breadth” or expertise required to recommend budget savings. He proposed expanding the current membership to include more faculty representation and administrative designees from each division including University Advancement, which is currently not represented on the committee.

Rick Vrem preferred to follow the success of the CSULB model and recommended keeping the faculty membership as is while including the 3 other divisional vice presidents, 1 student and 1 staff member. He also suggested allowing the Vice President for Administration and Finance to serve as co-chair.

Comments from members and several observers were heard regarding their membership preference. Some felt it most appropriate to include the high-level administrators as they have the responsibility to represent their constituencies and to make strategic decisions. Others thought the inclusion of staff, students and/or designees from all divisions would bring more scope to the decision-making and add to the perception of equal representation.

An observer requested that the UBC consider the differences between CSULB and HSU regarding “shared governance.”

Mark Larson moved that the UBC recommend maintaining the current co-chairs and adding 4 additional representatives, the Academic Affairs Vice President or designee, the Administrative Affairs Vice President or designee, the Student Affairs Vice President or designee and the University Advancement Vice President or designee. Wayne Perryman seconded the motion.

Brandon Hemenway proposed an amendment to the original motion to expand staff representation to include one member from University Advancement, bringing total staff representation to four and also adding one additional student so that all three colleges could have student representation. This would bring the total membership to 18 active committee members.

Mike Thompson moved to vote on the amendment and Judith Little seconded the motion. The amendment passed with 7 in favor, 1 opposed and 1 abstaining vote.

The UBC then passed Mark’s motion as amended with 8 in favor and 1 abstaining vote.

Saeed noted that Faculty would no longer be the majority membership with the proposed new structure.

The Academic Senate will review the membership proposal on Tuesday, October 10 and offer its recommendation to the President regarding its acceptance. The existing committee should plan on meeting next week for information and if new members have been identified, they will be notified and included.

So to summarize, the committee majority vote was to share the following committee membership recommendation with the Academic Senate and recommend the membership to the President.

HSU Membership Recommendation

Co-Chairs:

ADM Rick Vrem, Provost/Vice President for Academic Affairs – NON-VOTING
FAC Saeed Mortazavi, President, Academic Senate – VOTES TO BREAK TIE

Voting Membership:

FAC Lumei Hui, Faculty Rep, College of Natural Resources and Sciences
FAC Michael Thomas, Faculty Rep, College of Professional Studies
FAC Judith Little, Faculty Rep, College of Arts, Humanities & Social Sciences
FAC Wayne Perryman, Faculty Rep, Non-College Affiliate
FAC Mark Larson, Chair, Academic Senate Finance Committee
STA Nancy Kelly, Staff Rep, Academic Affairs
STA Susie Dodson, Staff Rep, Administrative Affairs
STA Laurie Sheppard, Staff Rep, Student Affairs
STU Crystal Chaney, President, Associated Students
STU Brandon Hemenway, Student Rep, Associated Students

Additional Membership Recommended:

ADM Academic Affairs Vice President or designee
ADM Administrative Affairs Vice President or designee
ADM Student Affairs Vice President or designee
ADM University Advancement Vice President or designee
STA Staff Rep, University Advancement
STU Student Rep, Associated Student

Respectfully submitted,
Linda Mortenson