

# University Budget Committee (UBC)

Meeting Notes

January 23, 2009

Meeting called to order by Carol Terry at 2:12 p.m.

Chair: Carol Terry

Members in attendance: Mary Kay, John Powell, Colleen Mullery, Martin Flashman, Lynne Sandstrom, Robin Bailie, Randi Darnall-Burke, Ann Moore, Han-Sup Han

Staff to UBC: Lee Lindsey

In attendance: Steve Butler - Vice President, Student Affairs

Topics of discussion: 07/08 Base budget revisions and initiatives and discussion of evaluation criteria for budget proposal at January 30<sup>th</sup> UBC meeting

## 2007/08 Base Budget Revisions and Initiatives

Lee Lindsey led the discussion of the base budget revisions and initiatives in the 2007/08 budget. Most of the base budget revisions were mandated by the CSU and/or collective bargaining and were nondiscretionary, whereas the new initiatives were focused funding initiatives based on strategic goals of the University. Lee Lindsey provided a handout with a summary page (summary data provided below, entire handout on website) and then a detailed breakdown of how the allocated funds were used for each revision and initiative in order for the UBC to monitor the ongoing effectiveness of the additional funding. The data on each initiative was provided to the budget office by the Vice President of each division who received the initiative funding.

<i><b>HSU Budget Operations- State Funds</b></i>	<b>Amount</b>
<b>2006-07 Total base budget</b>	<b>91,853,973</b>
<b>2007-08 Base budget revisions:</b>	
06-07 Salary and benefit increases (Net of CSU Funding)	1,344,058
2007-08 Compensation Pool	3,533,006
Additional CSU allocation received 10-2007	528,230
Utilities Increase	578,600
Energy Bond Increase	112,360
State University Grant (SUG) Increase	788,000
Risk Mgmt Insurance Increase	41,000
Projected Course Fees	700,000
<b>2007-08 Base budget for new initiatives:</b>	
Retention - Student Affairs	50,000
Enrollment Management base increase - Student Affairs	279,000
Counseling Director - Student Affairs	70,000
Web designer/Content manager - University Advancement	90,000
CMS Operations - Administrative Affairs	300,000
Space maintenance - Administrative Affairs	1,010,000
Deferred maintenance - Administrative Affairs	67,000
Divisional Budget Reductions	(2,155,800)
<b>2007-08 Total base changes:</b>	<b>7,335,454</b>
<b>2007-08 Total base budget:</b>	<b>99,189,427</b>

The committee discussed each initiative in detail. Most of the discussion was focused on the initiatives. The Student Affairs initiatives on retention and enrollment management, in particular, were discussed in the depth. The retention initiative measurable outcomes provided the committee with proof that the Latino Peer Mentoring program that was implemented was effective and the committee was curious about what aspects of the program were effective in terms of possibly implementing the efforts on a larger campus scale. Steve Butler provided insight on the initiative and commented that any program that attaches students to the University increases the retention rate of those students because it provides a support mechanism and a sense of community. HSU's freshmen and junior retention rates are good, but the sophomore retention rates are low. The retention initiative increased to \$150,000 in the 2008/09 base budget, so Student Affairs is expanding their retention efforts in the current fiscal year.

#### Evaluation Criteria for Budget Proposal

On January 30, 2009, the President and Vice Presidents will present the 2009/10 budget proposal to the UBC. The role of the UBC is to evaluate the proposal and provide a response to the President by February 27. The President and Vice Presidents will meet with the UBC on March 27 to discuss the final budget decisions.

Lee Lindsey led the discussion of how the UBC should evaluate and respond to the budget proposal. A handout (posted on website) with HSU's mission, President's priorities and a strategic plan summary was passed out to the committee as criteria to think about when reviewing the proposal. The committee discussed the development of a rubric for completing the evaluation of the proposal. In the past, the committee has done a good job of providing input on the new initiatives, but has had a tough time evaluating the potential reductions, so emphasis was placed on the need to evaluate both the initiatives and reductions. Carol Terry made the point that since the budget is being prepared earlier this year, there may be changes down the road as the state budget gets revised and finalized.

Carol Terry mentioned that John Powell had an alternate plan for how HSU should allocate the revenue from the summer session and said she would send out John Powell's proposal, but stated that the committee needs to listen to the President and Vice Presidents' proposal first before alternatives are discussed. Carol Terry ended the meeting by informing the committee that the final Maddox report was available and will be sent out to the UBC. Also, David Maddox will be returning to campus for a budget retreat on February 20.

The next meeting will be held on Friday, January 30, 2009.

The meeting was adjourned at 4:02 p.m.

Respectfully submitted,  
Amber Blakeslee