Budget & Finance Committee

MINUTES  DATE: NOVEMBER 7, 2018   TIME:  2:30   LOCATION: LH 414

MEETING CALLED BY  Nathan Mortimer, Administrator

TYPE OF MEETING  Regular Meeting

PRESIDER  Phil Allen, Chair

NOTE TAKER  Jessica DeFago

ATTENDEES  Members:  Phil Allen, Dominic Cardarelli, Mike Cheung, Nathan Mortimer, Ruth Nine-Duff, Kevin Payne, Jarrod Tudor, Wil Cole, Shiva Sastry

Absent with Notice:  Noah Gresser

Absent without Notice:  None

CALL TO ORDER

DISCUSSION

1. Allen called the meeting to order at 2:34 pm. He asked for modifications to the agenda. There were two items added, the agenda was approved as distributed.

2. The minutes from October 3rd were reviewed and approved. The minutes will be posted to the UC SharePoint site.

AGENDA TOPICS

1. Deans Report: Tudor – Deans are currently working on their Three Year Action Plans, looking hard at part-time budgets and the number of sections offered

2. Chairs Report: Cheung – Chairs have not met recently, most working on Three Year Action Plans

Mortimer reviewed the Budget Flow Chart and the process and timeline for planning the budget. Recommendations were given for edits to the document. Mortimer requested an endorsement of the document to take forward to University Council. Cheung moved to endorse the Budget Flow Chart to University Council to adopt it, Sastry second the movement, and the committee voted unanimously to endorse the document.

Athletics, like all units, are required to have a Three Year Action Plan.

Cheung recommended that we have a discussion as a University to have a Reserve Fund at the University.

PNC Bank gave 500k for giving, 100k going to the giving campaign “Making a Difference Moving Forward”

NEW BUSINESS

Next meeting is set for December 5, 2018 @ 2:30 in Leigh Hall 414.

Reserve Fund added to next agenda

Next meeting December 19th
THE MEETING WAS ADJOURNED AT 3:52 P.M. BY UNANIMOUS CONSENT.