

MINUTES, UNIVERSITY BUDGET COMMITTEE  
CALIFORNIA STATE UNIVERSITY, FRESNO  
5240 North Jackson, M/S UC43  
Fresno, California 93740-8023  
Office of the Academic Senate  
Ext. 8-2743

February 14, 2007

Members Present: J. Kus (Chair), J. Constable, J. Crossfield,  
J. Parks, K. Shipley, T. Wielicki.

Members Absent: P. Amaral (excused), P. Trueblood (excused).

Visitors: W. Read, J. Waayers.

The meeting was called to order by Chair Kus at 3:25 p.m. in the University Center, Room #203.

1. Minutes. MSC to approve the Minutes of 2/7/2007.
2. Agenda. MSC to approve the Agenda as distributed.
3. Communications and Announcements.

J. Kus and K. Shipley briefly discussed the Commission on Athletics Financing that Dr. Welty has recently appointed. It was noted that the four main charges of the Commission are very ambitious and that the timetable for production of a preliminary report (June, 2007) is very short.

4. New Business.

There was none.

5. Campus Financial Statements for the 2005/2006 Fiscal Year.

The committee reviewed the information contained in the 2005/2006 Financial Statement that had been prepared by the university's outside auditors. Several questions were raised that could not be answered by the committee members present or by the visitors. Committee members requested that S. Katz and/or C. Robinson be invited to the next meeting to further review the information in the report.

6. Level C Budget Allocations.

Last semester the committee met with all of the college/school deans and/or their budget committees to review the Level C budget allocation process. The committee would like to prepare a report or make a recommendation to the Provost and/or Deans regarding "best practices" for budget consultation at the college/school level. It was agreed that over the course of the next few weeks the committee would develop such a report. It will focus on:

- a. Increasing faculty involvement in the budget process -- including discussion of the role of department chairs vis-à-vis a college/school budget committee.
- b. More consistency across the colleges in engaging faculty in the consultation process, with uniform distribution of some minimal set of information in each college/school -- something similar to the "Budget Book" that is prepared by Academic Affairs each year, with perhaps annual summary accounting of what was budgeted versus what was actually spent.
- c. Better education of the faculty regarding the budget process, including demonstration of the Level B budget model as a planning tool.
- d. Full disclosure of planning decisions within each college/school, particularly regarding long-term goals and strategic planning.
- e. Full disclosure of "carry forward" amounts, planned and actual possible use of the college/school website to disseminate budget information.
- f. Finally, other recommendations that might focus on openness, transparency, and inclusiveness in the budget process.

These points will be further discussed by the committee in coming weeks.

7. Food Services Policies Related to Catering.

Postponed to next meeting.

MSC to adjourn at 4:06 p.m.

The next scheduled meeting of the University Budget Committee will be Wednesday, February 21, 2007 at 3:15 p.m. in the University Center, Room #203.

Agenda.

1. Approval of the Minutes of 2/14/2007.
2. Approval of the Agenda.
3. Communications & Announcements.
4. New Business.
5. Campus Financial Statements for the 2005/2006 Fiscal Year.
6. Level C Budget Allocation Model.
7. Food Services Policies Related to Catering.