Members Present: Fred Baldini (Chair), Paul Edwards, Marya Endriga, Scott Farrand, Stacy Hayano, Deidre Sessoms, Greg Siino, Kayla Wheeler, Kristina Vieira, LindaKay Soriano

Members Absent: Christine Miller

Others Present: Frederika (Fraka) Harmsen, Provost and Vice President for Academic Affairs, Donna Gillott-Monsoor, Academic Affairs, Angel Thayer (BPA)

Open Forum: For the new committee members, Fred explained how the VP’s presentations typically work. Each division head presents to the committee, followed by a question and answer session. He went on to say that UBAC’s goal is to submit a budget recommendation to the president in time for him to offer a town hall meeting. Stacy announced that she received the budget memo from the Chancellor’s Office (CO) in early March. The CO is allocating $1.9M marginal cost funding for enrollment growth (200 FTES) to our campus. In exchange, they will reduce our baseline allocation by the amount of additional tuition fee revenue collected for enrollment growth to offset the mandatory cost allocations to the campus. The net allocation is approximately $1M to our campus to use towards divisional purposes.

Agenda Items: The Provost and Vice President for Academic Affairs, Fraka Harmsen promptly joined the committee at 9:00 a.m. to discuss the budget call submission for the division of Academic Affairs (AA). The provost began with the historical perspective detailed in her budget call narrative. AA’s budget has been severely reduced since 2008; therefore they have had to utilize half of their reserve funds, federal stimulus and Continuing Education funds to mitigate their ongoing structural deficit. In 2008-09, their baseline funding was a little over $104M with an FTES target of 22,970. By 2013/14 AA’s baseline budget had been reduced to $82.5M for 21,885 FTES. Overall, since 2008 their general fund allocation is down by 21%, but their FTES target has only been lowered by 5%. She continued to review the rest of her narrative with the committee; she noted that salaries are 97% of their budget, which doesn’t leave a lot of room for operating costs. She discussed undergraduate enrollment growth; current enrollment is at 28,255 (90.4% are undergrads), a 6% increase since 2010. This is projected to increase to 30,000 students in the next several years. She reported that we are retaining more students and putting resources into increasing student success, but we also have a demand for additional courses. We need 300 more courses to meet our 2014/15 target of 12.35 units. The provost finished the presentation with her one-time funding requests. The one-time funds would be used to address AA’s initiatives for 2014/15. After answering various questions posed by committee members, Fraka departed at approximately 10:45 a.m.

Future Meetings (tentative schedule): All meetings are held in Solano Hall, Room 5000 unless otherwise noted.

- Wednesday, (4/16/14), 8:45 – 11:00 a.m.