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

Members Absent: Kayla Wheeler

Others Present: Vince Sales, Vice President for University Advancement; Ming-Tung “Mike” Lee, Vice President for Administration and Business Affairs; Christine Lovely, Vice President for Human Resources; Norman Kwong (BPA)

Open Forum: Stacy did some research regarding the usage of transcript fees. In a previous poll to CSU campuses, 12 of 15 respondents said transcript fees were used towards the overall campus budget and did not go to a specific unit. This poll was done a few years ago, so Stacy recently posed a similar question in the CSU budget officers’ forum. Of the four responses received so far, only one budget officer said their transcript fees benefitted a specific unit.

Several committee members noted their inability to access the UBAC SharePoint site. Stacy said she would investigate (note: IRT said this was a temporary issue caused by a hardware upgrade, and only affected access to SharePoint off campus). Committee members also asked her about renters in Folsom Hall.

Agenda Items: At 8:15am, Vice President Vince Sales joined the committee to discuss the budget call documents submitted for University Advancement. He gave a PowerPoint presentation (hardcopies were distributed for reference) which emphasized the value of fundraising efforts. In particular, his statistics showed a $6-$7 return for every $1 invested into University Advancement via the campus Operating Fund. He carefully explained that the CSU sets campus fundraising goals to be 10% of their state allocation. As the economy improves and the state allocations rise, the fundraising goal automatically increases and University Advancement is thus required to put forth greater efforts. After answering the committee’s questions, he departed at 8:57am.

At 9:04am, Vice President Mike Lee joined the committee to discuss budget call documents submitted for Administration and Business Affairs (ABA). To frame the discussion, he first reviewed the situation at the state and CSU levels. At the state level, revenue forecasts continue to exceed initial projections. However, the governor plans to put the extra funds into a proposed rainy day fund. At the CSU level, there is a proposal to fold capital projects funding into the CSU budget. This is a topic of interest, as the proposal would also allow the CSU to issue its own bonds to fund projects. In addition, campuses could be allowed to spend Operating Fund monies on capital projects. Currently, campuses can only spend $100K per project from the Operating Fund. These factors could help the CSU address the deferred maintenance backlog, which is estimated to be $2 billion.
He continued by discussing in-range progressions granted to various ABA employees. ABA employees include many of the lowest paid staff on campus. Bargaining unit agreements have not included any salary increases for years, so this would be one of the few methods these employees could obtain increases for improved performance (and to offset inflation). He continued the discussion by touching upon the importance of safety and improved customer service, noting various ABA initiatives implemented. Revenue from cost allocations has increased, but he noted that $1.5M was due to 2 departments (Reprographics and Mail Services) whose operations were recently transferred into the Operating Fund. Lastly, the list of ABA one-time funding requests was touched upon. ABA’s list is larger than other divisions, but this reflects the aforementioned backlog of deferred maintenance, which exists system-wide. After answering questions posed by various committee members, he departed at 9:52am.

At 10:01am Vice President Christine Lovely joined the committee to discuss budget call documents submitted by Human Resources. As the economy rebounds and our campus budget increases, Human Resources experiences a corresponding increase in recruiting efforts, etc. Additionally, the Common Human Resources System upgrade was difficult to accommodate without additional staffing. Although the upgrade is on hiatus, it will eventually resume. The committee asked various questions (including clarification regarding in-range progressions) which she promptly answered. She departed and UBAC continued discussions until the meeting ended at 11am.

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

- Wednesday, (4/23/14), 9-11am – discussions with two division heads (Public Affairs and Advocacy, Information Resources and Technology)
- Friday (4/25/14), 8-11am – committee deliberations
- Friday (5/2/14), 9-11am – committee deliberations continued (if necessary)