Members Present: Fred Baldini (Chair), Paul Edwards, Marya Endriga, Karen Davis-O’Hara, Stacy Hayano, Deidre Sessoms, Greg Siino, LindaKay Soriano, Michael Bloss, II

Members Absent: Simran Kaur, Christine Miller

Others Present: Larry Gilbert, Vice President for Information Resources and Technology (IRT); Vince Sales, Vice President for University Advancement (UA); Christine Lovely, Vice President for Human Resources (HR); Norman Kwong (BPA)

Open Forum: Budget call materials for Academic Affairs have just been received, and are being distributed to committee members. This leaves Administration and Business Affairs as the only campus division whose budget call documentation is still pending. A committee member asked if the amount of one-time monies available is known, Stacy said the amount is still to be determined (campuses still have not received allocation memos from the Chancellor’s Office).

Agenda Items: Vice President (VP) Larry Gilbert joined the committee at 9:03 am to discuss IRT’s budget call submission. VP Gilbert described how IRT’s goals are closely aligned with the campus’ strategic plan, as they utilized input from the campus IT committee. He noted how an accounting change had caused Telecommunications to be moved from its own fund; Telecommunications is now merged into Operating Fund activities. Although the net effect is negligible, both revenues and expenses will be higher compared to previous year’s budget call documents. He commented that there is an increasing appetite for IT services as technology continues to advance and the campus’ strategic goals often involve IT assistance. When reviewing IRT’s one-time funding requests, VP Gilbert noted that each of the requests was a collaborative request with other campus divisions. The committee asked various questions for clarification purposes. In particular, they noted the difficulty in coordinating divisional efforts at upgrading technology in classrooms. In the past, successful classroom upgrades were hindered due to poor communication. The committee also discussed whether IT maintenance should be funded from one-time or permanent sources (e.g. All University Expense line). After answering the committee’s questions, VP Gilbert departed.

At 10:08 am, Vice President Vince Sales arrived to discuss UA’s budget call submission documents. He began by distributing various handouts to illustrate UA’s successes in the area of fundraising. This includes the most recent Green & Gold Gala, which was the most successful to date and raised $450,000 for scholarships. As for future goals, he noted that a Director of Development was previously assigned for each college. The recession, which occurred a few years ago, reduced the number of directors; each director is now handling fundraising efforts for 2 colleges. Any augmentation in UA’s funding could be used to partially/fully restore those services, and there is also a desire for a major university-wide fundraising campaign. A committee member noted these goals might require ongoing
funding, instead of one-time funding. VP Sales departed, after answering any remaining questions.

At 11:02 am, Vice President Christine Lovely joined the committee to discuss HR’s budget call submission documents. She indicated this was a transition year for HR. In the previous year, HR had mapped a vision. In the current year, the vision was implemented albeit with some growing pains. Notable HR achievements include recruitment changes, a new PTF matrix, and increasing attendance to the HR Spotlight presentations. HR continues to be understaffed, with areas like payroll having several vacancies. When employees depart (e.g. retirement), a one-time payout of vacation balance is required and can cause variances in year to year expenses. Committee members asked about future training efforts, along with a number of other questions. After answering all questions, VP Lovely departed.

The committee wrapped things up by having a brief discussion, including who could attend next week’s meetings.

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

- Wednesday (4/15/15), 9 to 11am – discussions with Academic Affairs
- Friday (4/17/15), 9 to 11am – discussions with Public Affairs and Advocacy, Administration and Business Affairs
- Friday (4/17/15), 3 to 5pm – discussions with Student Affairs, Athletics
- Wednesday (4/22/15), 9 to 11am – committee deliberations
- Monday (4/27/15), 8am to noon – committee deliberations