

**University Budget Advisory Committee (UBAC)**  
**Meeting Notes**  
**September 19, 9:00 –11:00 am**  
**Riverside Hall, Dean's Conference Room**

**Members Present:** Fred Baldini, Robert (Bob) Buckley, Paul Edwards, Scott Farrand, Suzanne Green, Stacy Hayano, Laureen O'Hanlon, Emir Macari (Chair), James Sobredo

**Members Absent:** Lillie Jones, Tim Snyder

**Others Present:** Alexander Gonzalez, President; Ming-Tung (Mike) Lee, AVP and Dean for Academic Affairs; Norman Kwong, BPA

**Open Forum:** The Committee discussed the status of the current year state budget and the likely effect on the campus. The discussion progressed to the challenges facing the future year's budget and determining the appropriate university reserve levels to meet those challenges. Also discussed was the impact of miscellaneous student fees funds on calculating carry forward limits since their inclusion within the Operating Fund.

**Discussion:** President Gonzalez spoke to the committee (via call-in) about impending changes in committee membership for 2008-09. Steve Perez and Mike Lee will become new UBAC members by replacing Emir and Suzanne, both of whom depart from the committee after this meeting. Steve will replace Emir as Chair of UBAC. The President confirmed that Fred, Bob, Paul, Scott, Laureen, James, and Lillie would continue for another year as members of UBAC.

Next, the committee began preliminary discussions on the next Annual Budget and Expenditure Report (ABER). Stacy displayed a sample version of the 2008/09 template which was very similar to last year's. This template will be used to request information from campus divisions. It was suggested that the ABER template be presented to the Deans at the Dean's Council meeting next week to give them a heads up for planning purposes. The committee members were asked to think about one or two areas where the ABER could be expanded and bring their suggestions to the next meeting.

**Next Meeting:** Friday, October 3<sup>rd</sup>, 9 – 11 a.m., Sacramento Hall Room 275