

University Budget Advisory Committee (UBAC)
Meeting Notes
February 13, 2009, 11:00 a.m. to 1:00 pm
Sacramento Hall Annex, Conference Room

Members Present: Fred Baldini, Robert (Bob) Buckley, Paul Edwards, Scott Farrand, Lillie Jones, Laureen O'Hanlon, Steve Perez (Chair), Shawn Smith, James Sobredo, Jimmy Tsang

Members Absent: Ming-Tung (Mike) Lee

Others Present: Stacy Hayano (BPA), Norman Kwong (BPA)

Open Forum: An estimated debt service (i.e. repayment) schedule for the CALSTRS building was distributed. Currently, it is anticipated that the university and UEI will share in the repayment of the debt service (50/50 split). Since the building is considered mixed use, half the space is to be occupied by campus instructional programs and the other half by self-support or third party programs. The committee discussed their concerns over extensive remodeling costs to the CALSTRS building, as UEI may recoup these costs by charging higher rental fees to the university. Stacy was asked to verify if prepayment of annual debt payments is an option as it could be considered a viable use of university one-time funds.

The committee briefly discussed the status of renovations on the Del Norte building. Although work on this project has begun based on the original plans, the impression is that the scope of this project may still be significantly reduced and/or delayed if further budget reductions are distributed to the campus.

During the previous annual budget call process, many campus divisions brought up the subject of "unfunded mandates". The definition for an unfunded mandate varies; oftentimes it involves internal or external requirements imposed on the university for which no funding is provided. Another trait involves the lack of specific guidance on how to accomplish the task. Examples on our campus include information security and accessibility. Committee members discussed better ways to address this topic as it may be a recurring subject in next month's meetings with division heads. Stacy was asked to draft a list of unfunded mandates, based on last year's meetings with division heads and budget call documents.

Agenda Discussion: UBAC prepared for an upcoming meeting with the Strategic Planning Committee (SPC). The committee discussed useful outcomes from last year's meeting, and the direction for this year's meeting. Steve was asked to contact SPC in advance of the meeting, to request their most recent priorities for use in budget planning.

For the annual budget call process, the committee meets with each division head. After the committee reviewed their schedules, they decided to reserve every Friday in March for this purpose.

The meeting ended with a cost allocation presentation from the Department of Public Safety. In order to be in compliance with Executive Order 1000, Public Safety has assembled a plan, which documents their methodology, to recover costs expended by the campus' General Fund/state funds from auxiliaries and self support funds (non General Fund entities) that benefitted from Public Safety's services. In addition, the CA Constitution Article 16 section 6

prohibits “making of any gift, of any public money or thing of value to an individual, municipal or other corporation” thereby further validating the need for this cost allocation implementation.

Future Meetings (tentative schedule):

The meeting previously scheduled for 2/20/09 has been cancelled.

Starting with 2/27/09, meetings are scheduled to occur every Friday from 11:00 a.m. to 1:00 p.m. in the Sac Hall Annex Conference Room.