

University Budget Advisory Committee (UBAC)
Meeting Notes
March 4th, 2022, 1:00 – 3:00 PM
Zoom Video Conference

Members Present: William Cordeiro (Chair), Rose McAuliffe, Sharyn Gardner, Andrew Hertzoff, David Lang, Michael McKeough, Maanvee Mehrotra, Nicholas Mahedy, Tatiana Azad, Angel Thayer-Smith, and Nikki Khamsouksay

Members Not Present:

Others Present: Diana Lynch (Budget, Planning & Administration) and Lauren Garrett (Budget, Planning & Administration)

Agenda Items: Chair Cordeiro welcomed the committee. Chair Cordeiro asked Rose McAuliffe to go over the charge from the President. Per the President's charge, the UBAC committee is to consider \$3 million in new ongoing funding. Rose McAuliffe added we do not have additional information on the budget at this time and that we would know more after the May Revision. To be more in line with the release of up to date budget information, it was proposed to the committee that the annual budget process be extended. The committee was in agreement and discussed meeting later in May. Chair Cordeiro and Rose McAuliffe would meet with the President to confirm timelines.

Diana Lynch then presented the various UBAC forms for the UBAC committees review and discussion. In past years, divisions completed a Scenario form which showed the distribution of proposed incremental increases or decreases to their baseline. Due to the budget situation, it is unlikely general division baseline will change in 2022-23 from the prior year. Thus, the committee agreed to skip the Scenario form this year. The Lottery Fund will now be a part of the annual budget process. Budget, Planning & Administration will create a draft for the committee's review. Sharyn Gardner recommended adding language to the Lottery form to indicate whether the request was new or existing (along with the current chartstring). Angel Thayer also recommended adding in a notes section and an area to indicate how the request meets Lottery requirements. Committee members Maanvee Mehrotra and Nicholas Mahedy were able to join the meeting while the forms were being discussed. Nikki Khamsouksay recommended a new form where All University Expenses could be requested to be removed or added.

At approximately 1:45pm, the committee moved to the next agenda item and briefly discussed the timing of the Vice Presidents' presentations, suggesting after May Revise and graduation. Rose McAuliffe then reviewed the Security Camera and Alarm All University Expense (AUE). Budget, Planning & Administration conducted a review of this AUE based on a formal request from the UBAC Committee in last year's meetings. Rose presented on the findings and explained the history and operations of the security cameras on campus. It

was previously managed by Information Resources and Technology (IRT) and is part of the campus cost recovery process. The Police Department charges various areas for installation and maintenance of the cameras. The recommendations included reviewing the governance process for adding cameras and blue lights and ensuring cost recovery procedures are analyzed by the independent consultant hired by the University to review cost allocation. There was also a suggestion to add this funding to the Police Department's baseline and eliminate the AUE. The committee agreed with the recommendations.

Lastly, the committee discussed the \$3 million and felt it would most appropriately be applied towards staff equity increases. Chair Cordeiro adjourned the meeting at 2:11 pm.