

University Budget Advisory Committee (UBAC)
Meeting Notes
April 28th, 2021, 9:00 – 10:30 AM
Zoom Video Conference

Members Present: William Cordeiro (Chair), Rose McAuliffe, Sharyn Gardner, Jay Lee, Ernest Uwazie, Kelly Whelan, Tatiana Azad, Angel Thayer-Smith

Members Not Present: Noah Marty, Joshua Bozarth

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

Agenda Items: The committee convened at 9:00 am to continue the divisions' budget presentations. Chair Cordeiro welcomed VP Lisa Cardoza shortly thereafter. VP Cardoza began with an overview of the Hornet Honor Code and mission of the Division of University Advancement (UA). She also reviewed their organizational structure and need for positions. In an effort to launch the "On the Rise Campaign" fundraising campaign, UA has added directors of development in recent years and now needs back-office support to process all the gifts to the University.

UA also receives funding from the University Foundation as Sacramento State to promote Advancement initiatives. For the past several years, they have been partnering with consultants and the hope is to bring some of those operations in house. UA also collaborates with other divisions by sharing positions and marketing work. With the reductions in baseline this year, UA has reduced operating costs. Some of this was due to limitations imposed by the pandemic.

VP Cardozo ended her presentation at 9:38, leaving time for questions. She explained the work they provide for the University ties to the President's philanthropy imperative, but is also imbedded with student success and creating an anchor institution. In addition, she provided insight into the various software systems they utilize. Determining correct financial balances is significant manual work because the systems do not talk to each other. After VP Cardoza left at 10:07, the committee reviewed her requests and discussed the importance of philanthropy to the University. Chair Cordeiro ended the meeting at 10:38 am.

University Budget Advisory Committee (UBAC)
Meeting Notes
April 28th, 2021, 1:00 – 2:30PM
Zoom Video Conference

Members Present: William Cordeiro (Chair), Rose McAuliffe, Sharyn Gardner, Jay Lee, Kelly Whelan, Tatiana Azad, Angel Thayer-Smith, Joshua Bozarth

Members Not Present: Ernest Uwazie, Noah Marty

Others Present: Ed Mills (VP for Student Affairs), Diana Lynch (Budget Planning & Administration), Norman Kwong (Budget Planning & Administration)

Agenda Items: Chair Cordero called the meeting to order, and VP Ed Mills joined the committee to deliver the Division of Student Affairs' budget request for fiscal year 2021-22. Following the agreed upon format for budget requests, Ed ran through Student Affairs' organizational structure, their positions, as well as their funding/expenses to date.

VP Mills' presentation continued with a detailed description of Student Affairs' budget request. The Scholarships Office is in dire need of additional support, the work is currently handled by approximately 1 ½ positions but much of the work is not being done due to lack of resources. Various departments in Student Affairs are also understaffed, as the proposed budget restoration only partially addresses positions lost during the recent hiring freeze. Lastly, new positions are being requested to facilitate diversity and inclusion initiatives. The latter will include some management positions, as this is a growing area which would better retain valuable employees if they had mentorship and career opportunities matching other areas.

After the presentation, Chair Cordero opened the floor to questions. Included was a question about campus enrollment, VP Mills said he was hopeful that next year's enrollment would be about the same. After answering the committee's questions, VP Mills departed at 2:16pm. The committee shared observations about the presentation received so far. Norman displayed a spreadsheet summarizing the divisions' budget requests. Time ran out, and Chair Cordero called an end to the meeting at 2:30pm.