

University Budget Advisory Committee

Minutes – 9/30/2019 meeting

- Voting members present: Nabil Al-Tikriti (Chair, At-large)
Stephen Davies (Secretary, At-large)
Brooke Di Lauro (At-large)
Kyle Schultz (COE)
Suzanne Sumner (At-large)
Abbie Tomba (CAS)
- Voting members absent: Michael Lapke (COB)
- Non-voting members present: Christy Pack (Staff Advisory Council President)
- Non-voting members absent: Representative from Athletics, Health & Physical Education
Representative from the Student Government Association
- Guests: Janet Asper (former UBAC Chair)
Anand Rao (UFC Chair)
Joe Romero (former UBAC Chair)

Summary of discussion:

1. The meeting was framed by reviewing the charge of the UBAC as stated in the Faculty Handbook section 2.8.2, both to fully understand the charge and also to possibly recommend change in the Handbook language.
2. We reviewed the recent history of the UBAC, with the help of Dr. Asper, the most recent Chair. Over the years, the UBAC's impression of its own purview seems to have shrunk somewhat, from providing the administration input on *all* the budget (as stated in the Handbook) to only providing input on discretionary spending. And since there have been no discretionary funds to speak of since President Paino's arrival, the committee (under the restricted purview) has had nothing to do. All in attendance were in agreement that the purview should be enlarged to be in alignment with the Handbook, and that this era of Presidential transparency (under Paino) is an ideal time to do that.
3. It was noted that Dr. Asper has previously asked President Paino for guidance on how the committee can best provide useful input to him. In appreciation of the autonomy of faculty governance, however, President Paino has said that he preferred the faculty itself to decide how to do that. Hence this is one of the committee's first upcoming tasks.
4. We discussed various alternatives to the UBAC performing its exact role as stated in the Handbook. Among these were: (1) the Executive Committee (new and undergoing a "trial run" this semester) of the UFC performing this role instead of a separate committee; and (2) the UBAC performing fact-finding assistance to the UFC, who would actually make the substantive decisions. In the end we settled on the Handbook model.
5. We considered the number of members and the makeup of the committee as stated in the Handbook, and decided not to recommend a change to this. We were uncertain, however, as to the utility and the feasibility of having an SGA representative, and will inquire about their interest in attending.
6. Dr. Sumner raised the possibility of giving the Athletics representative (not in attendance) voting powers, but this was ultimately not recommended.
7. Since UBAC has a steep learning curve, it was suggested that faculty serving longer than three years would be helpful. Currently the Handbook does not permit consecutive terms on committees, but the committee decided it was worthwhile to inquire with UFOC as to whether this could be changed for UBAC (and perhaps other committees). We also discussed *mandating* longer than a three-year term for members, but this was ultimately viewed as too burdensome a requirement.

8. The specific timeline mentioned in the Handbook has changed since it was written, so at a minimum the language needs to be updated (or stricken altogether). Dr. Al-Tikriti noted that President Paino really needs our input *early* in the academic year, and that since the content of that input likely wouldn't change between May and August, the committee should aim for an end-of-AY report that the President can use in making decisions the following fall.
9. Dr. Rao stated that the UBAC needs to have some reliable communication mechanism back to the UFC. It was decided that having a UFC member in attendance for our meetings (as Dr. Rao himself was on this occasion) was an agreeable solution.
10. Both Drs. Asper and Romero stressed that keeping faculty aware of budget issues was an important part of the committee's role. Dr. Romero stated that presenting the faculty with a narrative (reflective of a "moral document") was more important than highly-granular details.
11. Dr. Al-Tikriti envisions the bulk of the committee's upcoming meeting time this AY to consist of presentations from key administrative units, approximately one every three weeks. The preferred order of these presentations would be:
 - (a) President Paino
 - (b) Administration & Finance (Paul Messplay)
 - (c) UMW Foundation
 - (d) Facilities
 - (e) Admissions & Financial Aid
 - (f) Provost
 - (g) Deans of the three colleges
 - (h) Athletics
 - (i) Marketing & Publicity Relations
 - (j) Procurement and Contracts
 - (k) Virginia Retirement System

Dr. Al-Tikriti will be contacting representatives from each of these areas to schedule these presentations (seeking time slots in the late afternoons on Monday, Tuesday, or Thursday).

12. Dr. Romero suggested that the committee should seek to identify a manageable set of "dashboard indicators" – some key budget metrics (perhaps 5–8) that can be used by UFC and the faculty at large to understand the budget and give strategic advice to the administration.

Action items:

- Coordinate with representatives from key administrative units to schedule presentations to UBAC throughout this AY. (Al-Tikriti)
- Broach the idea of permitting consecutive terms of service on the UBAC with the UFC (and UFOC). (Rao)
- Contact the SGA and invite them to send a representative to the committee. (Rao)
- Verify that the College of Business will be able to send a representative to future committee meetings; if not, consider rescheduling our meetings to a different time slot to accommodate them. (Al-Tikriti)
- Find out from Paul Messplay the correct contact for upcoming contract renewals. (Al-Tikriti)