

**University Budget Advisory Committee**  
**Minutes - September 6, 2024**

Attending: Andrew (Drew) Delaney (chair), Dan Hubbard, Scott Gerseny, Smita Jain Oxford, Kristina Peck, Marisa Martinez-Mira, Kim McManus-Carini, Tracey Funtanilla, Patrick Catullo

- Introductions of committee members and guests, Tim O'Donnell and Nicole Crowder

Drew Delaney introduced idea that the Committee needs to look at its role and responsibilities overall.

Nicole Crowder

- Explained the recommendations the working group made for the committee to consider in regards to its role in exigency circumstances along with the number of members in the committee.
- Tim O'Donnell commented that UBAC may be informed of financial decisions but would not be a part of actual decision making in dire financial situations. During actual exigency UBAC would still not be very involved as the situation could be beyond repair at that point.

Tim O'Donnell

- Explained that he understands why there is question around the existence and purpose of the UBAC committee because of the current structure and duties. However, he expressed that UBAC was his most impactful committee that he personally served on as he was involved weekly in budget discussions, decisions and updates from both the University and Richmond. This happened mainly because of the involvement of the CFO and Budget personnel that were also in the meetings which is very different from what is happening currently.
- Tim expressed that with the new hires of CFO Jacob Long, the committee will hopefully find new purpose and direction. Both our interim CFO and Jacob Long could provide real insight into how the committee could work in both structure and purpose.
- Tim expressed that a written response to the UBAC committee is a reasonable expectation and he made it a priority at the beginning of his summer. He also expressed that through his report he tried to show that the committee's work reinforces the thoughts and ideas of the administration and is helpful to them to confirm their directions with the budget. He added that the committee should be looking beyond small asks like chairs for the Health Center and should be focused on larger scale budget situations.
- Smita Jain Oxford added that the idea of the purpose of this committee was brought into question by comments from Jeff McClurken, who expressed that the information he received from UBAC, he also got from multiple other sources. He further suggested that we change our work from advocating for groups to get funding to asking groups to suggest budget cuts within their departments.
- Drew Delaney expressed that the size of the committee can be problematic because of the trouble with scheduling and that the committee cannot be as nimble or fast acting because of the size.

Drew Opened up the meeting for Discussion and Questions:

Tracy expressed that although the committee may be changing structure that it still needs to include representing the smaller lesser known requests.

- Tim said that these smaller requests could be included as a supplemental item in a report compared to a full request on the year-end report.

Smita expressed that the committee's role during exigency would be very hard since the committee doesn't have access to information necessary to have an opinion about exigency.

Smita also asked about the actual ability of the committee to meet with the Budget Director and CFO during the year. Tim expressed that kind of scheduling will be based on Jacob Long's expectation and expectations of the committee.

Drew asked if it would be better to restructure the timing of the committee's work to better line up with the budget decisions of both the University and Richmond. Tim responded that the answer to that would be better asked to the new CFO than what he can answer.

Meeting is adjourned

Minutes prepared by Scott Gerseny, Secretary