

# Academic Planning and Budget Committee

Thursday, November 1, 2018

LUBAR N440

## MINUTES

PRESENT: B. Cameron, R. Fleming, R. Freer, M. Haigh, F. Helmstetter, P. Klajbor (for P. King), T. Malaby, J. Peshut, J. Puskar, G. Rodger, L. Wallace, S. Watson

ABSENT: B. Arnold, M. Carvan, T. Freiburger

GUEST: R. Daniel (ITPC)

- i) Call to order-The meeting was called to order at 9:02 a.m.
- ii) Approval of the minutes from October 18, 2018-The minutes were approved as submitted.
- iii) Provost Update-There are several searches underway for the campus. The Lubar School of Business search has four finalists being brought to campus. The Library and Dean of the College of General Studies will be kicking off by the end of the semester.
- iv) Chairs Update-The chair informed the committee of the progress of the budget training sessions.
- v) Budget/Financial Update-There are two distinct groups working with the budget as it moves into place. The Budget Model Support Team (formerly the Budget Model Working Group) which is an Administrative Group focused on facilitating the budget. The second budget group works on building and working on the budget throughout the whole budget process. That is comprised of members of the APBC, Robins Team, the Provost's team and key members of the budget building group. A sharepoint site will be set up for the committee to share budget information by the budget teams. The committee discuss the upcoming budget meetings and the expectations required for these meetings.

The committee passed the following resolution unanimously:

### RESOLUTION:

Outside of open meeting deliberations, members of the APBC will keep information and conversations confidential within the committee. The role of APBC members is to serve as representatives of campus-level interests, first and foremost, and not to use their service on the committee as an opportunity to advance any narrower interests. APBC members should understand their role as supporting transparency and sharing the

perspective of the committee as they represent it throughout the budget model process.

- vi) Budget Meetings Volunteers- More sessions with the APBC and administrative units planning budgets need to be scheduled for December. The committee will meet after all the meetings are done to discuss the meetings overall and go over budget actuals. A schedule will be sent to the committee to sign up for additional meetings.
- i) Member update-There were no member updates.
- ii) New Business-There was no new business.
- iii) Adjournment-The meeting was adjourned at 10:23 a.m.