

**PRESIDENT’S BUDGET ADVISORY COMMITTEE**  
**October 11, 2018**  
**MINUTES**

<b>Voting Members Present:</b>	<b>Area Budget Reps Present:</b>	<b>Staff Present:</b>	<b>Guests Present:</b>
Tom McCarron	Radmila Prislin	Crystal Little	
Mary Ruth Carleton	Agnes Wong Nickerson	Jessica Rentto	
Steve Welter		Nance Lakdawala	
Eric Rivera			
Brittany Santos-Derieg			
Chris Thomas			
Joe Johnson			
Donna Conaty (via phone)			

<b>Voting Members Absent:</b>	<b>Area Budget Reps Absent</b>
Cezar Ornatowski	Leslie Levinson
Marcie Bober-Michele	Travis Clancy

- I. **Call to order** - VP McCarron called the meeting to order at 2:00 p.m. There were no amendments to the agenda.
- II. **Information Items**
- **Budget Workshops** – AVP Wong Nickerson asked everyone to contact her if they would like to schedule a budget workshop since we have new members. VP Welter said his team would like a couple of workshops so they can drill down. Director Little mentioned Budget and Finance also conducts Budget 101 training which is available to everyone on campus. It is high level training held on a quarterly basis. Provost Johnson would value knowing more about the flow of funding and allowable uses of funding sources. VP McCarron will put together an outline to address Provost’s topics.
  - **Draft Schedule of Budget Meetings (Attachment 1)** – VP McCarron presented the draft meeting schedule we came up with last year. Some points were raised during the discussion:
    - Dean Conaty said the joint meeting last year was very useful but held late in the process. Several members would like to hold it again earlier this year and discuss multi-year funding as one of the topics.
    - AR&P had asked what is the highest and best purpose of our dollars. AR&P would like the joint committee to think about budget process integration, not proposals presented division by division. We should identify 2-3 key items that are university wide.
    - VP Welter said we also need a mechanism for some projects that may not fit into this process.
    - President wants to start strategic planning next year.

- VP Welter said we need a financial snapshot so we understand where we are all at. Provost Johnson said his team has been creating a snapshot of Academic Affairs – a window into where all the dollars are. This will dispel a lot of myths and put budget into context.
- VP McCarron said we should work jointly on maintaining a certain reserve, perhaps 3 months. University puts aside a pool to address some inequities.
- A few hours should be spent at a joint meeting this semester so divisions can go back and plan accordingly.
- **A Vision for Budget Management at SDSU** – Provost Johnson rolled out to SDSU Senate and Academic Deans’ Council a set of challenges.
  - How Academic Affairs has used its budget resources in the past.
  - Many procedures were put in place a long time ago. Many strategies were put in place during the recession and are past their utility.
  - In the interest of greater transparency and clarity, and giving deans and departments more responsibility for using their resources well, we want to move to a place where they see more clearly what they have but will have more of an expectation to make their budgets work.
  - We have a top to bottom sheet in Academic Affairs – lots of intricacies. This is overwhelming to new deans. How can we help our deans in a more concise way. Deans want clarity. We have a great set of deans that can make this process work. What can they sacrifice? Can they be flexible?
  - It would be good for all divisions to share their challenges at future meetings.

**III. Reports - none**

**IV. Watch List**

- **Master Plan Costs** – none
- **Graduation Initiative 2025**– none
- **IT Governance** – none
- **Infrastructure (electrical/steam)** – none
- **Mission Valley** – none

**V. 2018/19 Funding Requests - none**

**VI. New Business – none**

**VII. Reminder – Meeting adjourned at 3:30 p.m. Next Meeting Date – October 25<sup>th</sup> (which may be cancelled) at 2:00 p.m. in MH-3318.**