

## President' University Resources Commission

Initial Meeting –April 23, 2015

### Agenda and Minutes of the Meeting

1. Purpose of the Group- the group is an “Inclusive Advisory Group” and is to provide information to the President of the university. This group has higher order of responsibility but is small enough to function.  
The URC will strategically provide the following:
  - Prior funding deadlines
  - As a body be responsible to provide recommendations
2. Selected subcommittees and members for PWC and Budget Process
  - a. PWC-Dr. Elam, Ms. Franke, Ms. Love and Dr. Murakami
  - b. Budget Process-SGA President Mr. Holliday, Dr. Verhasselt, Ms. Wittenbach, Mr. Ramirez
3. View open enrollment formula funding
  - a. Understand it
  - b. Advise on enrollment
  - c. Lori Demiri will visit and explain how formula funding works
4. Expected oversight will include:
  - a. Marketing
  - b. Fundraising
  - c. Infrastructure to plan appropriately
5. Recommended priority request related to downward expansion and student success.
6. One time funding and professional development
7. This body will review and create a merit increase proposal for FY2018 and FY2019.
8. Advise on capitol project
  - a. Body to advise
    - i. Does it make sense with our resources

**Action:** Jennifer will send out email on CAPB FY 2016 Budget Recommendations

Budget Forum Recap

Action: Jennifer will send out link for budget forum documents.

<http://www.tamusa.edu/financialservices/budgetandfinancialreporting/budget/index.html>

Jennifer referred to the PowerPoint presentation for Budget forum.

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Elena Tijerina, Executive Assistant to the VPFA

Meeting adjourned at 12:00 p.m.

04/23/15, 1:05 p.m.

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Jennifer spoke about holding enrollment projections level with budget for FY15 which would equate to approximately a 3% enrollment growth and about the contractual agreement with the ECAC that was previously not budgeted.

She spoke about the new water faculty and the \$120,000 Cervantes institute.

Water faculty- estimate research agenda for our strategy going forward. Seeking a water summit committee from the community to seek input and seek input from a water expert who can lead the research. The university will use resources from the Chancellor's initiative.

The Cervantes institution is affiliated with the Govt. of Spain. Cervantes institution is to teach Spanish at the university with two of its certified faculty starting this summer.

Budget calendar – Jennifer and Luis need to update

- Upload it
- Prepare a narrative

**Action:** Dr. Matson will talk with VP's requesting priority for the reports due back to Luis by May 1, 2015

**Action:** Jennifer will add to PC agenda

May 11, 2015- URC will meet and discuss presentations

May 18, 2015- URC will meet for interactive sessions

**Action:** Subcommittees will present findings

One time requests can inflate budget requests

Need a step approval process in place

The questions arose: What is needed to operate throughout the year?

Jennifer suggested maybe we create a new form for one time requests?

Dr. Matson explained one time request vs asking your supervisor for more funds.

Maybe the department has funds in their account that they can move around.

Refer to: Budget operations procedure statement and change in process for using salary savings.

The requests need to demonstrate whatever they intend to spend it on and that it aligns with Dr. Matson's vision.

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Elena Tijerina, Executive Assistant to the VPFA

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## Priorities

1. Instructional/ Instructional support
2. Infrastructure (She is not just talking about the building, but more equipment, more people to support student success, etc.)
  - a. If we don't have enough information, get response from VP's for highest priority needed
  - b. Making sure funding decisions align with strategic plan at higher level
  - c. **Action:** Give each VP a survey or questionnaire with same questions.
    - i. This way they can prepare a response to same questions
    - ii. **Action:** Amy Ochoa will email dates to subcommittees.

## Budget Process

The week of May 04<sup>th</sup> Date to be determined

The week of May 11 Presentations

The week of May 18 Deliberate

**Action:** Elena will send out doodle.com survey

Sherita suggested watching on adobe connect if not available to attend.

**Action:** Sherita will initiate set up for Adobe connects.