University Academic Budget Commission Meeting  
Tuesday, May 7, 2013, 12:00 p.m., 1510, Ullsvik Hall

Mike Compton, Chair  
Judy Wurtzler  
Wendy Stankovich  
Susan Hansen  
Charles Cornett  
Osama Jadaan  
Cathy Riedl Farrey  
Lisa Merkes-Kress, Recording Secretary

Guests:  
Absent: Mark Evenson, Brian Peckham, Rob Cramer, Joseph Sigwarth (Student Senate)

MINUTES

I. Call to Order  
Chair Compton called the meeting to order at 12:03 p.m.

II. Approval of Minutes of April 2013  
Comrett moved to approve the minutes, seconded by Stankovich. Minutes approved.

III. Approval of the Agenda  
Carothers moved to approve the agenda “as corrected”, seconded by Stankovich. Agenda approved.

IV. Announcements  
No announcements at this time.

V. Academic Planning Committee Report (S. Hansen)

VI. New Business

1. Progress report to Academic Planning Council (APC)  
Compton will complete this form and forward to faculty senate by May 17, 2013.

2. Curricular Improvement fund (CIF) and Scholarly Activity Improvement Fund (SAIF)  
There needs to be some discussion for how we would like to proceed with these funds. Provost met with Melissa Gromley and there will be some retitling of the names of the funds, these will be brought to the faculty senate at the May 14, 2013 meeting for approval. A concern brought forward by the Provost is would faculty look at these as duties instead of awarding money? Three new funds are being created, they would be funds pertaining to lab mod and capital, which UABC would be the primary decision makers, strategic initiatives, and practices (SOTO, CIF, and SAIF funds) and trip travels. Monies allocated for these funds would not change.

3. Cloud Computing  
Cloud computing will be put on the agenda for the first meeting in September.
4. Elections
The elections have been finalized, but still waiting for the results to be distributed.

5. New meeting time and dates
Work with governance office to set up regular meeting times and put the on the agenda to send request to faculty senate to approve.

VII. Unfinished Business

1. Materials required for APC Program Reviews (M. Compton)
   
   **Motion:** Compton moved to approve that academic programs under review submit the following budget information:

   a. Budget history: This report will include income and expenditures from the current budget year as well as two years before the review and a five-year budget forecast for accounts belonging to the 102, 128, 131, 136, 150, and other revenue generating accounts. A brief justification is required if increased funding is anticipated. Two sample forms are attached.

   b. History of grant activity: This report will demonstrate a five-year history of grant activity for the department, and include proposals awarded as well as those not funded.

   c. History fundraising activity: This report will demonstrate a five-year history of fundraising activities for the academic unit, and include gifts received as well as those pledged and in development.

   Seconded by Wurtzler. Motion approved.

   Discussion ensued about the motion entailed:
   Group funding may change for the 102 funding account, TSI, course fee, distance programs, or any other group that would generate revenue. Capital items approved for purchase are ran through at the college account, the form used for salary lines, supply lines, and capital (lab modifications) is what is currently being used in the budget office. Grant activity references the grants awarded and grants that were not awarded. Foundation activity a report can be generated monthly showing what donations have been received and what has been pledged. There will be three to four pilot programs and once these are sent through UABC will be able to review all of this once the process of reviewing has started.

VIII. Adjournment

Chair Compton adjourned the meeting at 12:39 p.m.

Respectfully submitted,

Lisa Merkes-Kress, Recording secretary