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Respondent

68

Linda Saliga

01:23

Time to complete

1. Please select your UC Committee *

- Awards Special Committee
- Budget and Finance
- Communication
- Information Technology
- Institutional Advancement
- Physical Environment
- Campus Wellness
- Student Engagement and Success
- Talent Development and Human Resources
- ad hoc Social Engagement

2. Did the Committee meet this month? If you met, select Yes and complete the rest of the survey. Provide minutes in question 7. You do not need to upload documents unless they are supporting materials for this month's meeting.

If you did not meet, select No and submit the survey. You do not need to complete the rest of the survey or upload any documents. Thank you for logging this month's meeting status. *

- Yes
- No

3. Date of Meeting

10/26/2023



4. Committee Members in Attendance or Absent With Notice

Present at in-person meeting: Bialek, Coss, Grundy, March, Saliga, Shiban, Visco
Absent with notice: DeChambeau and Miller

5. Committee Members Absent Without Notice

6. Based on your goals for the year, outline what decision were made or action items discussed during this month's meeting that moved goal(s) forward

7. Provide Meeting Minutes/Monthly Report here (do not attach minutes as a document in #8 below).

2:21PM: Meeting called to order
Agenda for today's meeting approved
Minutes from last meeting approved
Linda: Goals and annual report have been put in Teams and we will continue with the two goals we have from last year AKR's:
Educate the campus community on the difference between carryover and surplus.
Develop guidelines/policies/process for units to possibly access budget carryover.
Discussion on carryover vs. surplus with the committee
Dallas explained the carryover and discussion with the Provost. Provost will decide how to spend.
Don: Is the Provost developing a policy on how to approach carryover? Is there a direction he is taking on using the carryover?
Dallas: Provost has his own direction on this matter.
Kelly: Is there a cap on carryover that can be held back? For special projects or needs of the department?
Dallas: We don't want people to spend the carryover. We need to look at each case.
Discussion with committee on how do we implement and/or go about asking to hold back some unspent funds for special projects or items.
Consensus is that frivolous spending seems to not be going on in the units just for the sake of spending the money in the departmental budgets.
Linda will talk with the Deans and Chairs as well as the Provost on how we can help with developing a process of asking for carryover to be used for long-term project. Example, van purchase and saving over a period of years to secure enough funds to cover the purchase.
Abbey: Do chairs know they can do this with carryover?
Dallas: If it's academic related it can be escalated to the Provost because we are not wanting to take away from our academic mission.
Linda: Item 2 is going to be on hold until we gather some more information.
Don: Could we get a good example of the three terms and use for carryover, surplus, and reserves.
Dallas: Surplus is the difference leftover after expenses are paid. We are a non-profit so we need to keep that in mind. Carryover at the unit level is what the unit has not spent in their allocated budget.
Reserves is not time bound accumulation of the revenues that are set aside for future purposes.
Discussion continued and Don will write up an example of surplus, carryover, and reserves so we can take a lot at this at our next meeting.
Abbey: Maybe we show how this impacts the university in each example.
Dallas discussed the CFI and for the Higher Learning Commission score ratios. HLC requires us to be in a certain range. This is for all of us to be aware of as it impacts sustainability and accreditation.
Kelly: Do we want to hold on putting together the form that Kevin and I started in the spring?
Linda: Yes, let's wait until we talk with the Deans and John Wiencek.
Dallas gave an update from the Board of Trustees meeting.
Don: When we will have our first concert at the stadium?
Dallas: Anticipates June or July 2024
Linda: Is Quaker Square sold yet?
Dallas: The sale is in process, but not completed.
LeJeune: What about housing?
Dallas: There are initiatives to increase enrollment, online courses, nursing program to be expanded, and conference and events office that is being created.
LeJeune: That will be good so we will know where to go.
Dallas: Concerts and events office may be located at the Student Union.
Discussion on other locations that may be good to have location, stadium by the team shop, etc.
Linda: We will be meeting again on November 30th at same location. No December meeting. January meeting will be scheduled in Teams.
3:21PM: Meeting adjourned

8. If you have a document that provides supporting materials for this month's work, upload here. This attachment should not be the monthly minutes (minutes should be submitted in #7 above).
(Non-anonymous question)

9. Are there any new topic submissions or other information/feedback you would like to share from the committee?