1. Mission Statement (proposed)

To create, communicate and implement logical and easily understood fiscal processes that lead to fair budgetary guidance or resource allocations that directly support University strategic goals and priorities.

2. What should be the composition of this Council and how should the various representative members be selected?

Vice President for Administration & Finance
Provost or designee
Dean
Department Head
Faculty Senate representative
Staff Senate representative
Professional Council representative
1 undergraduate student
1 graduate student
Community member (elected from President’s Advisory Council)
Research representative
Outreach representative
VP for Student Success (or designee)

- See Appendix 1 for suggested selection processes.
- Constituent representatives and an alternate would be selected/elected by those who they represent (Deans, Department Heads, Faculty, Staff and Professional).
- Student representatives and alternates would be selected by ASMSU.
- A policy allowing for an alternate representative seems logical.
- Consideration should be given to developing a selection process to ensure that the Dean, Department Head, Faculty Senate, Staff and Professional committee members represent different colleges and/or divisions.
- Terms should be staggered to allow for continuity of the council.
3. What should be the areas of responsibility for this Council?

A. Consideration of entire University budget (including Agencies).
B. The provision of advice and recommendations to the President, regarding broad budget issues, at the level of major functions of University operations (A&F, Academic Affairs, Student Success, Auxiliaries, Agencies, etc.)
C. Facilitate communication with the University community and provide regular reports through a variety of mechanisms.
D. Develop and communicate fiscal “best practices” to increase accountability.
E. Consider the potential impacts of budget decisions on units, employees and students.
F. Maintain an alignment between budget recommendations and the strategic plan – and continually assess the outcomes of budget plans.

4. What existing committees or groups have similar or correlated responsibilities to this Council and what should be the relationship between this Council and these other committees or groups?

<table>
<thead>
<tr>
<th>Committee</th>
<th>Relationship</th>
</tr>
</thead>
<tbody>
<tr>
<td>UPBAC</td>
<td>Replace with Budget Council</td>
</tr>
<tr>
<td>Debt Planning &amp; Management Committee</td>
<td>Annual Report to Budget Council, and Ad Hoc Reports as necessary</td>
</tr>
<tr>
<td>Strategic Planning Committee</td>
<td>Chair to attend Budget Council meetings Annual Report to Budget Council, and Ad Hoc Reports as necessary</td>
</tr>
<tr>
<td>Information Technology Governance Council</td>
<td>Annual Report to Budget Council, and Ad Hoc Reports as necessary</td>
</tr>
<tr>
<td>Salary Review Committee</td>
<td>Annual Report to Budget Council</td>
</tr>
<tr>
<td>CFAC and EFAC</td>
<td>Annual Report to Budget Council</td>
</tr>
<tr>
<td>Space Management Committee</td>
<td>Annual Report to Budget Council, and Ad Hoc Reports as necessary</td>
</tr>
<tr>
<td>Enrollment Management Committee</td>
<td>Regular Reports to Budget Council</td>
</tr>
<tr>
<td>Tuition Waiver Committee</td>
<td>Regular Reports to Budget Council</td>
</tr>
<tr>
<td>Benefits Committee</td>
<td>Annual Report to Budget Council</td>
</tr>
</tbody>
</table>
Appendix 1: Selection of Representatives

Vice President for Administration & Finance (Chairman)
Alternate is Director of University Services

Provost (or designee)
Alternate is appointed by Provost

Dean
Appointed by Dean’s Council after election of Department Head is completed
Dean and Department Head may not come from the same College
Representative and Alternate are appointed

Department Head
Nominated by Department Heads
Elected by vote of Department Heads
Nominations go to Provost’s Office
Election is conducted by the Provost’s Office
Person with most votes is representative
Person with second most votes is the alternate

Faculty Senate representative
Selection to be made using their normal process for representation on committees
For both the representative and alternate

Staff Senate representative
Selection to be made using their normal process for representation on committees
For both the representative and alternate

Professional Council representative
Selection to be made using their normal process for representation on committees
For both the representative and alternate

1 undergraduate student
Nominations from Undergraduate students
Representative and Alternate selected by vote of ASMSU
Person with most votes is the Representative, Alternate has the second most votes

1 graduate student
Nominations from Graduate students
Representative and Alternate selected by vote of ASMSU
Person with most votes is the Representative, Alternate has the second most votes

Community member (elected from President’s Advisory Council)
Representative and Alternate appointed by the President

Research representative
Representative and Alternate appointed by the Vice President for Research

VP for Student Success (or designee)
Representative and Alternate appointed by the Vice President for Student Success

Outreach representative (Extension, Ag Experiment Station)
Representative and Alternate appointed by President

Strategic Planning Council Representative
Non-voting
Representative and Alternate elected by the Strategic Planning Council Chair
Appendix 2: Other concerns, comments and observations

A. How do you connect the budget to the other councils?

B. Clarify conditions under which executive sessions are appropriate.
Appendix 3: Members of Budget Working Group

BUDGET WORKING GROUP

Vice President for Administration and Finance – Chair
Craig Roloff

Provost
Joe Fedock

Dean’s Council Representative
Dan Moshavi, Dean, College of Business

Faculty Senate

Barry Jacobsen – Professor, Plant Sciences and Plant Pathology (Faculty)

Faculty

Scott Bryant – Associate Professor, Business (Faculty)
Steve Custer – Associate Professor and Department Head, Earth Sciences (Faculty)
Bridget Kevane – Professor and Department Head, Modern Languages and Literature (Faculty)
Doralyn Rossmann – Assistant Professor and Collection Development Librarian, Libraries (Faculty)
Dick Smith – Professor and Department Head Physics (Faculty)

ASMSU

Staff (Classified)

Dacia Johnson – Housing Coordinator, Family and Graduate Housing (Classified)
Sheron McIlhattan – Financial Manager, University Business Services (Classified)

Professional

Chris Bauer – Fiscal and Program Administrator, Center for Bio-Inspired Nano Materials (Professional)
Mindy Brown – Assistant to the Dean for Finance and Administration, College of Letters and Science (Professional)
Jeff Butler – Director, Facilities Services (Professional)
Jeanne Wilkinson – Fiscal Manager, TechLink (Professional)

Community Member

Workgroup Support Staff
Heidi Gagnon – Assistant to the Vice President, Administration & Finance