

Budget Advisory Committee
[Proposed FPP 6.25.] [FPP 6.52.D. will be rescinded.]
DRAFT – revised 2/29/2016

6.25. BUDGET ADVISORY COMMITTEE

1. **MEMBERSHIP.** The Budget Advisory Committee shall consist of the following members, to serve staggered terms of four years, except that student terms shall be two years and initial terms of all members shall range from one to four years to create a staggered rotation.
 - a. Three faculty members, selected by the Committee on Committees.
 - b. Three academic staff members, selected by the academic staff nominating body.
 - c. Three university staff members, selected by the university staff nominating body.
 - d. Three students, selected by the student nominating body, to include both graduate and undergraduate students.
 - e. Ex officio non-voting members: campus budget director; chancellor or designee; provost or designee; and vice chancellor for finance and administration or designee.

Each shared governance group shall determine its own criteria for committee membership. However, there may only be one representative per school, college, or division from each group. No department/unit shall have more than one member on the committee. The shared governance secretaries and student shared governance coordinator shall confer to address any departmental or other diversity concerns prior to finalization of the committee roster and at the time of selecting replacement members. The committee shall elect its own chair from among the faculty members. A co-chair from another governance group may be elected as well.

2. **FUNCTIONS.**
 - a. Advises and makes recommendations to the chancellor, the provost, and the vice chancellor for finance and administration on issues of budgetary impact including long-range financial strategies.
 - b. Meets at least monthly with vice chancellor for finance and administration.
 - c. Serves as a resource for schools/colleges, departments, and others on matters related to the budget.
 - d. Advises the shared governance executive committees on issues of budgetary impact and the public position to be taken on budgetary issues.
 - e. Reviews and makes recommendations on requests from units during the biennial budget-building process, recommends proposals for inclusion in the state biennial budget, and works with the administration to prepare operating and other budgets.
 - f. Reviews and makes recommendations on allocations to schools, colleges, and divisions during the annual budget allocation process.
 - g. Consults with and advises other committees, such as school/college academic planning councils and campus planning committees, relating to institutional-level budgetary matters. When new budget-related issues arise, the committee will be consulted to determine whether the topics should be addressed by separate ad hoc bodies, by a subcommittee of the Budget Advisory Committee, or by the Budget Advisory Committee as a whole. The committee may also recommend the creation of ad hoc committees on budget-related matters.
 - h. Reports to the Faculty Senate, Academic Staff Assembly, University Staff Congress, ASM Student Council, and their respective executive committees upon request.

Members on this committee are expected to become knowledgeable resources on the campus budget. Meetings are expected to be monthly or as needed. Some meetings, especially at the beginning of the academic year, may be significantly longer to allow time for understanding the structure of the budget and the process by which it is constructed and finalized.