

**Budget Advisory Committee and Related *Faculty Policies and Procedures* Changes**

**[New] 6.25. BUDGET ADVISORY COMMITTEE**

- A. 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.
1. ~~Three~~ Four faculty members.
  2. ~~Three~~ Two academic staff members.
  3. ~~Three~~ Two university staff members.
  4. ~~Three~~ Two students, to include both graduate and undergraduate students.
  5. 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.

In addition, committee members shall be chosen who have experience with, expertise on, or demonstrated interest in learning about and becoming a campus resource about budgetary matters.

The University Committee shall designate the chair ~~committee shall elect its own chair~~ from among the faculty members. A co-chair from another governance group may be elected as well.

- B. FUNCTIONS. *[May 2 revision: function 2 was formerly function 4]*
1. Advises and makes recommendations to the chancellor, the provost, and the vice chancellor for finance and administration on institutional budget issues, long-range financial strategies, state biennial budget proposals, and allocations to schools, colleges, and divisions.
  2. Advises the shared governance executive committees on issues of budgetary impact and the public position to be taken on budgetary issues.
  3. Meets regularly with vice chancellor for finance and administration.
  4. Serves as a resource for schools/colleges, departments, and others on matters related to the budget.
  5. Consults with and advises other committees, such as school/college academic planning councils and campus planning committees, relating to institutional-level budgetary matters. The committee may also recommend the creation of ad hoc committees on budget-related matters.
  6. 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.

## 6.52. UNIVERSITY ACADEMIC PLANNING COUNCIL.

### A. MEMBERSHIP.

[Delete] 5. One faculty member appointed by the University Committee with the approval of the senate, who will chair the Budget Planning and Analysis Joint Subcommittee.

*The remaining membership lines will be re-numbered from 6.-13. to 5.-12.*

[Delete] 6.52.D. BUDGET PLANNING AND ANALYSIS JOINT SUBCOMMITTEE. The Budget Planning and Analysis Joint Subcommittee is a joint subcommittee of the University Academic Planning Council and the University Committee.

### A. MEMBERSHIP. The Budget Planning and Analysis Joint Subcommittee shall consist of

1. The subcommittee chair, appointed in accord with A.5.
2. Two faculty members appointed by the University Academic Planning Council from among its members under A.8. and A.9.
3. Two faculty members appointed by the University Committee.
4. The Academic Staff Executive Committee member of the University Academic Planning Council under A.7.
5. The University Staff Executive Committee member of the University Academic Planning Council under A.8.
6. One academic staff member appointed by the Academic Staff Executive Committee.
7. One university staff member appointed by the University Staff Executive Committee.
8. One faculty member appointed by and from the Commission on Faculty Compensation and Economic Benefits.
9. The administrative member of the University Academic Planning Council appointed by the provost under A.4.
10. The vice chancellor for administration, ex officio nonvoting.
11. A member of the University Committee as in A.6.

### B. FUNCTIONS.

1. Establishes such subcommittees as are necessary to carry out its functions.
2. Advises the chancellor, the provost and the University Academic Planning Council on issues of budgetary impact.
3. Advises the University Committee on issues of budgetary impact and the public position to be taken by the faculty on budgetary issues.
4. Advises relevant college and divisional committees on budgetary issues related to academic planning.
5. Advises the chancellor, the provost and the vice chancellor for administration on issues related to budget planning and analysis including:
  - the objectives and procedures of studies and analyses carried out by the Office of Budget, Planning and Analysis including the cost analyses for proposed new programs and other initiatives
  - the manner in which studies and analyses are reported to the faculty
  - the impact of budget proposals on academic programs.