

AGENDA

Planning and Budget Committee (PBC)

December 15, 2020 /10:30 AM – 12:00 PM

1. Call to order: Dr. Michael

- Roll Call/Attendance
 - Users mark present on roster in Teams folder for current meeting date: 12-15-2020, see attached

2. Meeting Notes from 11/17/20

- A draft of the 11/17 Meeting Notes is also MS Teams for questions and comments
 - They were reviewed and no corrections or changes were recommended. They will be posted to the PBC Shared Governance web page.

3. Old Business

Mr. Mark Denney, VP Finance:

- Discussion of
 - Guidelines for new Initiatives (from his communication to divisions)
 - Admin vs. Strategic Budget Initiatives
 - Sources of Initiatives
 - Primary source will be the 6 Divisions
 - Office of the President
 - Academic Affairs
 - Student Affairs
 - Strategic Enrollment Management
 - University Advancement
 - Administration and Finance
 - Discussion on initiatives from other areas other than Divisions – example:
 - Faculty Senate
 - University Staff Association
 - Student Government Association
 - Expected Initiative proposal(s) from Senior Leadership (e.g. an intermediate merit pay process and review)
 - University/Institutional:

- Merit
 - Administrative initiatives to be detailed as they are presented
- Asking for very limited initiatives from the Institutions
 - Tier I: Mark Denney personally anticipates no initiatives as these are Institutional wide, and the intent of our Strategic Planning Process is that the Tier II Initiatives are at the Division and Departmental level, and build up to support the Tier I strategic Initiative.
 - Tier II: Anticipate mostly realignment of existing funding, with one-two new resource initiatives coming forward for inclusion in the budget as Budget Initiatives
- Conversation with PBC – process for providing feedback
 - Options:
 - Score – demonstrates support for or against as well as can be used to illustrate ranking
 - Yes/No – demonstrates support but not ranking, does identify items that are not recommended to include in the budget
 - Ranking – explicitly ranks, prioritizes etc.
 - Use of those feedback options
 - Recognizing these are still a recommendation – the President could still select to support an item that overwhelmingly received a NO vote, or a very low score or ranking.
 - We will continue to provide detail back to PBC the rationale for those items that are supported by the President and included in the budget, and where possible, reconcile the view of the President or leadership that supported initiatives not supported by PBC.

4. New Business/Announcements/Q&A

Ms. Deja Sero, Director Office of Planning & Budget:

- Updates on development of
 - Budget process timeline
 - Development of Funding Request Form, and
 - Development of Initiatives process for February 2021
- Future tuition/fee increases need to be first presented to SGA, their support or non-support will then be included in PBC's recommendation to the President.
 - The only change currently coming forward is to increase the current minimum semester meal plan from \$1,000.00 per semester to \$1,400.00 per semester. The two optional plans will remain as they are: \$1,625.00 and \$2,180.00
 - This will be presented to SGA at their next meeting then to PBC.
 - Due to the timing of these meetings, it may require a special session of PBC

- Following PBC's hearing of the item, it will go to President Blake at University Council.

University of Houston Clear Lake

FY2021 - FY2022 Planning & Budgeting Committee Attendance Sheet

Meeting Date:

15-Dec-20

Memebers	Seat	Role	Email	Absent/Present
Steve Berberich	Academic Affairs/Provost	Division Representative	Berberich@uhcl.edu	Present
Thomas Cothorn	Faculty 1	COE Faculty Representative	Cothorn@uhcl.edu	
Patricia Cuchens	Ex-Officio	Office of Institution Effectiveness	Cuchens@uhcl.edu	
Alfredo Perez-Davila	Faculty 2	CSE Faculty Representative	Perezd@uhcl.edu	Present
Mark Denney	Vice-Chair	Vice President A & F	Denney@uhcl.edu	Present
LeeBrian Gaskins	Information Technology	Department Representative	Gaskins@uhcl.edu	
Aaron Hart	Student Affairs	Division Representative	Harta@uhcl.edu	Present
Lilac Lee	SGA	Student Representative	Lix1976@uhcl.edu	Present
Tim Michael	Faculty 3	Chair/BUS Faculty Representative	Michael@uhcl.edu	Present
Juan Olguin	Office of the President	Division Representative	Olguin@uhcl.edu	Present
Tim Richardson	Student Success Initiatives	Department Representative	RichardsonT@uhcl.edu	
Deja Sero	Ex-Officio	Planning & Budget	Sero@uhcl.edu	Present
Haeyoung Shin	Faculty 4	BUS Faculty Representative	Shinha@uhcl.edu	Present
Leigh Ann Shelfer	Staff	USA Representative	Shelfer@uhcl.edu	present
Joseph Staley	University Advancement	Division Representative	StaleyJ@uhcl.edu	
Ed Waller	College Dean	College Representative	Waller@uhcl.edu	Present
LeeAnn Wheelbarger	Staf	USA Representative	Wheelbarger@uhcl.edu	present
Sharon White	Faculty 5	CSE Faculty Representative	Whites@uhcl.edu	
Dawit Woldu	Faculty 6	HSH Faculty Representative	Woldu@uhcl.edu	

Alternates	Seat	Role	Email	Absent/Present
Missie Adkins	Ex-Officio	Planning & Budget	Adkins@uhcl.edu	Present
Elbby Antony	University Advancement	Division Representative	AntonyE@uhcl.edu	Present
RJ Davis	Faculty Representative	Faculty 2	Davisr@uhcl.edu	
Karen Elliott	Ex-Officio	Office of Institution Effectiveness	Elliott@uhcl.edu	Present
Miguel Gonzalez	College Dean	College Representative	GonzalezMig@uhcl.edu	
Caron Park	Academic Affairs/Provost	Division Representative	Park@uhcl.edu	Present
Carol Pruitt	Office of the President	Division Representative	Pruitt@uhcl.edu	Present
Ed Puckett	Information Technology	Department Representative	Puckett@uhcl.edu	Present
Maria Ramos	Student Success Initiatives	Department Representative	Ramos@uhcl.edu	
Robbie Raymond	Faculty Representative	Faculty 1	Raymond@uhcl.edu	
Cindy Saltzman	Student Affairs	Division Representative	Saltzman@uhcl.edu	Present

Debra Carpenter	A&F	A&F	carpenter@uhcl.edu	Present
Krista Buckminster	A&F	A&F	buckminster@uhcl.edu	Present
Cindy Cook	SA	SA	cookc@uhcl.edu	Present
Eric Herrera	A&F	Guest		Present