

AGENDA

Planning and Budget Committee (PBC)

2/15/2022 10:30 a.m. to 12:00 p.m.

1. **Call to order Dr. Michael**

Dr. Michael to call the meeting to order.

In attendance:

Denney, Mark Alan; Gebrehiwot, Henock; Wheelbarger, LeeAnn; Davis, RJ; Saltzman, Cindy; Shin Haeyoung; Perez-Davila; Alfredo J; Maynard, Christopher Alan; Bonilla, DeAngel Fitzgerald; Black, Lea J; Klyueva, Anna; Miralles, Evelyn Rodriguez; Gaskins, LeeBrian E; Sero, Deja Shawna; Qumsieh, Miriam; Waller, Edward Roland; Michael, Timothy B; Sanford, Glenn M; Hawn, Sherry B.; Jain, Preeti; Lund Kurt A.; Steve Kitchen (Guest)

2. **Approval of Meeting Notes: 01/18/2022**

Dr. Michael

The previous PBC meeting notes were reviewed with no changes (attached)

Old Business

State of the University is later today at 2 PM. Recording will be available in several days.

Dr. Michael reminded members to attend if at all possible, a recording of both presentations will be made available after the presentation.

Mark Denney made a few comments regarding the additional documents that are being made available on the UHCL Web site that go into greater detail.

Mr. Denney's slide deck from the presentation as well as other documentation can be found at the following link:

<https://www.uhcl.edu/administration-and-finance-division/reports>

Review of Budget Calendar – presented by Deja Sero, Director of Office of Planning and Budget (see her additional document attached)

1. SGA meetings for increases to T&F are March 1 and March 8 at 10:30am
 - a. Designated Tuition, Recreation and Wellness and Meal plan will be presented by Mark & Brian-R/W
2. Initiatives – due to Office of Planning & Budget (OPB) from VP's February 28th

- Key to this element is that the Office of Planning and Budget will review existing fund balances for the Divisions or Colleges that COULD be used, within the legal parameters of those identified funds, to potentially address the submitted budget initiative.
 - These will not be directive in nature, and Divisions and Colleges will have the discretion to use those funds identified, or demonstrate that those funds are required to meet other commitments.
 - PBC will not have the discretion to direct the use of specific funds, but can recommend.
3. Initiative Presentations will be occurring the first half of March
 - a. Open to all faculty and staff
 - b. Objective Owner Teams will be required to attend
 - c. PBC is highly encouraged to attend as this will be the only presentations

Note: Dr. Wooten is working with Admin and Finance and Office of Planning and Budget to schedule these meetings, not only with PBC, but with the Tier I Objective Team Owner groups, who will evaluate all Division and College budget submissions for their alignment with the Tier I Strategic Plan.

4. March 11th - OPB will review all initiatives, provide remarks, and forward to PBC for review.
5. PBC members will need to review the initiatives and score
 - a. Send final scoring/recommendations to OPB
 - b. The same scoring matrix will be utilized as for previous years
 1. 1-5 – Strength of alignment with Tier I Strategic Objectives (5 = highest)
 2. 1-5 – Strength that promised outcomes will be achieved (5 = highest)
 3. Yes/No – should this initiative be approved
6. Scores/Feedback – OPB will consolidate the Objective Owner Teams, Budget remarks, PBC, and VP consolidated rankings and forward to University Council
7. IF any, UHS/State updates for FY23

3. New Business/Announcements

Announcements

Mark Denney, VP for Admin and Finance introduced Dr. Sherry Hawn, AVP for Business Operations (formerly Finance) and Mr. Steve Kitchen, AVP for Facilities Maintenance and Construction.

There were questions regarding the HEERF funds requesting detail, there were several questions regarding the elements of the HEERF grants, allocations to date and projects. Mark Denney gave an overview, but the detail of is available on the Cares website. <https://www.uhcl.edu/cares-act-reporting>

Additionally, it was requested to give a brief update on the wayfinding project, which is being reported through the FSSC shared governance committee. The new Monument signs went in at entrances 1,2, and 3 this past weekend (Feb 12 & 13) and will have power connected this week (Feb 14-18). Other

signs are already going up, new stop signs, other smaller “you are here” and campus map signage. Building, parking, and other wayfinding signs will be installed throughout the balance of Spring Semester, and potentially into the Summer. No schedule has been finalized for Pearland. An overview of the wayfinding project can be found at: <https://www.uhcl.edu/about/administrative-offices/facilities/planning-construction/wayfinding>