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University Budget Committee

CONTACT INFORMATION

For the person completing this report.

Anne Comeau-Phillips

acomeau@nmsu.edu

INFORMATION ABOUT THE BOARD

Official Name of the Board

University Budget Committee

Effective date of establishment

00/0000

Authorized by

President

Board Reports To (if applicable)

Chancellor

Scope of Impact

System

Type of Board

Standing

Purpose

The University Budget Committee is advisory to the Chancellor. The committee shall participate in annual budget hearings and recommend general funding priorities for the consideration of the Chancellor. The committee may also make recommendations pertaining to the budget process. The committee will receive an annual briefing on the budget by the Senior Vice President for Administration and Finance.

Authority

Provide budget related recommendations to the Chancellor.

MEMBERSHIP

What is the process for selecting a chair?

The chair selection is determined by position. The Senior Vice President for Administration and Finance serves as the chair.

Chair for 2017-18 Academic Year

Name

Andrew Burke

Email

aburke@nmsu.edu

Co-Chair for 2017-18 Academic Year

Chair for 2018-19 Academic Year

Name

Andrew Burke

Email

aburke@nmsu.edu

Co-Chair for 2018-19 Academic Year

Additional Membership Details

Members are appointed by

Combination

Position appointment description

The Executive Vice President and Provost, Senior Vice President for Administration and Finance, Faculty Senate Chair, President of ASNMSU, and University Research Council Chair serve as position appointments. The Chief Budget Officer, Assistant Vice President for Government Relations, and Assistant Vice President for Institutional Analysis serve as advisory, non-voting members. A dean representative is elected by the Dean's Council to serve for a two-year term. Two faculty senate representatives are elected by the Faculty Senate each April for two-year staggered terms, each term beginning the day following the last official day of the spring semester and ending on the last official day of a spring semester. The NMSU Employee Council representative is elected by the council for a two-year term, beginning the day following the last official day of a spring semester and ending on the last official day of the spring semester.

Is membership representative?

Yes

Please describe how the membership is representative.

Committee membership includes representation from administrative leadership, academic leadership, faculty, staff and students.

What university function/office is responsible for appointments?

Membership is established by charter and any changes require approval of the Chancellor. The Office of Senior Vice President for Administration and Finance coordinates and ensure appointments are consistent with charter.

What are the terms of appointment?

Executive Vice President and Provost - Position Appointment

Senior Vice President for Administration - Position Appointment

Associate Vice President for Budget & Finance/Controller - Position Appointment

Budget Director - Position Appointment

Assistant Vice President for Government Relations - Position Appointment

Assistant Vice President for Institutional Analysis - Position Appointment

ASNMSU President - Position Appointment

Faculty Senate Chair - Position Appointment

Dean's Council Representative - (2 year term) [6/2017-5/2019]

Employee Council Staff Representative - (2 year term) [6/2016-5/2018]

University Research Council Representative - Position Appointment

Faculty Senate Representative - (2 year term) [5/2017-5/2019]

Faculty Senate Representative - (2 year term) [5/2016-5/2018]

Are terms staggered?

Yes

Are members subject to reappointment?

Yes

Please explain the conditions under which members are subject to reappointment.

Reappointment of 2-year term members can occur by re-election.

What is the process for filling vacant positions?

Position appointment is assigned based on employment. Term positions are determined by the respective committee elections.

Member List

Name	Title	Member Type
Daniel Howard	Executive Vice President and Provost	Voting Member
Andrew Burke	Senior Vice President for Administration and Finance	Voting Member
Donna Wagner	Dean HSS (Dean's Council Rep)	Voting Member
Roseanne Bensley	Associate Director, Career Services (Employee Council)	Voting Member
Kevin Prieto	ASNMSU President	Voting Member
Steve Pate	Professor (University Research Council)	Voting Member
Christopher Brown	Associate Professor (Faculty Senate Chair)	Voting Member

Name	Title	Member Type
David Rockstraw	Academic Department Head (Faculty Rep)	Voting Member
Manal Hamzeh Al Smadi	Associate Professor (Faculty Rep)	Voting Member
Paula Pierson	Chief Budget Office	Non-voting Member
Ricardo Rel	Assistant Vice President for Government Relations	Non-voting Member
Judy Bosland	Assistant Vice President for Institutional Analysis	Non-voting Member

MEETINGS & ADMINISTRATIVE SUPPORT

What university office/function provides administrative support to this board?

Office of the Senior Vice President for Administration and Finance provides needed administrative support.

What are the requirements for the number of meetings to be held annually?

The University Budget Committee meets throughout the fiscal year as circumstances require. Members of management and others may be invited to attend meetings and provide information as deemed appropriate. When needed an individual agenda item requiring a vote may be conducted via email.

Was the requirement for the number of meetings met?

Yes

List of Meeting Dates

October 23, 2017 (email)

January 26, 2018

May 23, 2018 (email)

Major Accomplishments

Reviewed and approved course fee for Sundt Seminar
Reviewed and approved BRR Funding

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