

UBAC Meeting, 9/15/16

Official minutes from UBAC: Draft minutes will be available after each UBAC meeting at:
<http://www.uccs.edu/vcaf/budget-transparency/ubac/minutes/fiscal-year-2016-17.html>

At the following UBAC meeting, minutes will be voted on and approved. For more detailed information about the UBAC meeting than is included in my notes, please see the official minutes.

How UBAC Functions: Bob Durham reviewed the general function of UBAC and passed out a copy of UBAC's bylaws. These bylaws can be found at:
<http://www.uccs.edu/Documents/vcaf/ubac/UBACBylawsRev.%2009-2012.pdf>

One of the main functions of UBAC is to make recommendations to the leadership team on new programs. Proposals are given at one UBAC meeting and questions are answered. Rather or not to recommend to approve the new program is voted on at the next UBAC meeting.

Vice-Chair of UBAC: Rex Welshon is serving as vice chair of UBAC this year and will become chair in FY18-19. (Rex is on sabbatical next year so Bob will continue as chair during Rex's sabbatical).

BI in Music Pro forma: This new interdisciplinary program was discussed last Spring, but didn't have the Pro forma documentation filled out at that time. There was also confusion over whether or not an existing degree needs a pro forma and approval by UBAC. It does. This BI in music program is for music students who do not want to be performers or composers. It will complement the BA in music program which is nearing capacity. UBAC members were asked to review the information and be prepared to vote on this proposal at the October UBAC meeting.

Board of Regents Presentation Cost of Research: Each campus was asked for information on how research impacts each campus. What is the value of research on each campus? Kelli Klebe presented UCCS's section to UBAC highlighting the value of research to this campus. If you are interested in seeing the presentation please go to: <http://www.cu.edu/regents>

- Choose the Board Meetings Link
- Choose the link to meeting minutes archive (1995-present)
- Choose 2016
- Choose Sept. 8, 2016
- Choose view the agenda
- Scroll down the agenda (left hand box) until you get to section I. 1. Cost and Value of Research Presentation
- Click on the PDF (in the center box) of the presentation

This presentation is from the perspective of all four campuses, you will need to scroll through the presentation to the UCCS section.

Student Fee Plans: Student Fees 2016 plan was passed out to UBAC members. There have been some changes in how student fees can be used and there are new restrictions. For example, course and program fees cannot be used for scholarships. There will also be spot checks to make sure that fees are being used appropriately. Any department considering a course fee should be working on the proposal

for that fee now. Student or activity fees go to the Board of Regents in February, so budget & finance needs to have the fee proposal in January.

Enrollment & Housing: Student credit hours are up 6.1%. In the Spring we were projecting 4.2%. There are 11,995 students with a freshman class of 2,056 (the largest ever). Housing has a 97.5% occupancy rate. Because some rooms were remodeled from a two-person room to a three-person room, we are actually at a 101.5% occupancy rate.

Instructor Minimum Salary: Over the summer a review of instructor's salaries was done and it was determined that a new benchmark of \$40,000 should be established (if working ½ time the minimum is \$20,000). This means that any new full-time instructor must receive a minimum base salary of \$40,000. Current instructors' salaries were reviewed and any instructor making less than \$40,000 was brought up to this minimum. All instructors who were impacted by this new benchmark have been notified.

HLC visit November 14th & 15th: The HLC committee is interested in meeting with some of the members of UBAC. UBAC members will be emailed if they have been identified by the HLC members as someone they would like to meet with during their visit to campus.

Budget & Finance Activity Calendar: UBAC members were given a Budget & Finance Activity Calendar for FY16-17. This calendar includes budget deadlines for the campus along with the dates of UBAC's meetings. This calendar will be posted to the UBAC website in the near future and will be updated as needed.

Next meeting will be October 6th

Respectfully submitted,

Rhonda Glazier