



University Budget Committee Meeting Minutes

Date:	September 4, 2020
Time:	9:00 a.m.
Location:	Virtual Meeting
In attendance:	Michael Johnson, Joe Trubacz, Misty Shepherd, Maribeth Ehasz, Deborah German, Elizabeth Klonoff, Theodora Berry, Stephanie Blanco, Mike Kilbride, Mike Sink, Sissy Carroll, Paul Jarley, Joe Harrington, Steven Collins, Fernando Rivera, Reshawna Chapple, Cissy Glowth, Edwanna Andrews
Staff (non-voting members):	Rebeca Richards, Derek Horton, Kathy Mitchell
Absent:	Kristie Harris

1. Are there any questions from August 2020 Retreat? (Mike Johnson, Joe Trubacz)
 - a. Steve Collins – didn't cover Athletics scholarships due to time. (Will cover at a later meeting)
 - b. Cissy Glowth – what is the accuracy rate of the rapid COVID test? Deb – the test used by UCF is comparable to other tests, acceptable number of false negatives and/or positives.
2. Health Services Request for Use of CARES Act funds (Joe Trubacz)
 - a. We won't typically bring requests for use of CARES Act funds in a piecemeal fashion. But today's request is urgent.
 - b. Health Services is requesting \$39,424 to hire a nurse for 10 months to assist with contact tracing and staffing the COVID help line from 8am-8pm seven days per week (an additional 39 hours per week of coverage).
 - c. Pamela Carrol moved; Mike Johnson seconded.
 - d. Joe Harrington mentioned that there were other items that could be funded and should be looked at in a comprehensive way and not as a one-off request. He'd like more information about the workload of the current staff and whether students are assisting in the contact tracing process.
 - e. Deb German agreed there shouldn't normally be random requests for funding from units; however, we're in the middle of a global pandemic and there is a separate pot of CARES Act funding just for this purpose.

- f. Motion passed unanimously.
3. Central Operating Reserve & Commitments (including decisions that have already been made) (Rebeca Richards, Derek Horton)
- a. Derek Horton walked through the university's Central Operating Reserve, focusing on the 2020-21 column first.
 - b. Mike Johnson discussed the difference between recurring and non-recurring allocations, noting that non-recurring allocations in one year return to Central and are available for recurring allocation in the following year.
 - c. Derek walked through the document line by line, explaining each item.
 - d. Misty Shepherd – Will any items on this list shift over to the new strategic allocation funding pot (e.g., faculty promotions)? Mike Johnson – Likely not; the strategic allocation funds are for new initiatives/investment opportunities. These funds are typically routine requests for increased costs of existing programs.
 - e. Deb German and Joe Harrington suggested using round numbers instead of precise numbers when amounts are estimates (e.g., use \$4.2 million instead of \$4,196,969 for Comp & Class Phase II). Comp & Class Phase II could end up \$12 million.
 - f. Joe clarified that the \$7 million shown as projected tuition increase relates to FY20 tuition revenue.
 - g. Suggestion from Liz Klonoff to indicate the timing of Previous Recurring Commitments, Issued Non-Recurring. For example, how long will Development salaries need to be funded (permanently or only for the next x years?).
 - h. Rebeca Richards clarified that the GAA \$871,487 should be shown as non-recurring, not recurring.
 - i. We did not get to the Previous Recurring Commitments, Issued Non-Recurring on the Central Operating Reserve spreadsheet or to the Central Carryforward spreadsheet. These will be discussed at the next meeting.
4. Meeting Adjourned at 10:04.