

Charter of the University Planning and Budget Committee

The University Planning and Budget Committee advises the CCSU President, within the context of the University's mission, through the Senate, on the long-term goals, strategic planning process and budgetary priorities of the University. It provides a forum for the discussion of planning and budgetary issues so that recommendations reflect the concerns of the entire campus community.

The Committee will:

- recommend to the CCSU President criteria and principles which the University should consider in determining its programmatic priorities, and make specific recommendations based on current conditions and the University's mission and vision statements.
- evaluate planning and budget processes and recommend changes as needed.
- complete an annual review of divisional budget proposals and make recommendations to the President
- participate in the periodic review of the University's mission and vision statements.
- develop parameters for strategic planning initiatives, including mechanisms to solicit, review and recommend proposals.
- consult in the creation and implementation of the University's strategic planning process.
- serve as a forum for discussion and advice concerning general budget matters.
- maintain a representatives on the University Facilities Planning Committee (FPC) and University Integrated Institutional Planning Council Committee (IPC)

The Committee will report to the CCSU President through the Senate and will choose its own chairperson, vice chairperson and secretary. Members of the Committee will serve three-year terms and may serve two consecutive terms. Elected teaching and administrative faculty will be selected for staggered terms. Students, upon nomination, will be appointed annually by the CCSU President.

The Committee's membership will be composed as follows:

- ~~six~~ nine members of the teaching faculty, one of whom will be part-time, with at least one representative from each school, elected by the Senate; for staggered three year terms.
- ~~three~~ six members of the administrative faculty elected by the Senate; for staggered three year terms.

- ~~two at large members (one teaching faculty member and one administrative faculty member) appointed by the President to provide balance among units on campus; for staggered three year terms.~~

The following will be appointed annually by the **CCSU** President, upon nomination:

- one full time and one part time undergraduate student recommended by the Student Government Association.
- one graduate student recommended by the Graduate Student Association

Ex officio members including the **Provost or designee**, ~~Vice President for Academic Affairs, the Vice President for Student Affairs, the Vice President for Institutional Advancement, a Dean selected by the Council of Deans. The Executive Officer for Planning and Analysis~~ **Director of Institutional Research & Assessment** and the Chief Financial Officer, serve ex officio and provide staff support to the Committee. **Other administrators may be called before the committee as matters arise.**

All members of the committee maintain voting rights.

Meeting Times

~~The chairperson will call meeting times two times each month during academic semesters with days and times to be determined by consensus of the membership at the initial fall meeting~~ UPBC ordinarily meets on the first and third Tuesday from 1:45 - 3:00pm during the academic semesters. Committee will function over the summer as necessary with the same membership and officers as it had the previous year.

University Integrated Planning Council (IPC) representation

AAUP (1) and SUOAF (1) representatives to the IPC will be elected buy the UPBC and will serve for one year from the start of the fall semester to the start of the following fall semester.

The University Planning and Budget Committee will provide an annual written report to the Senate at an appropriate time near the end of each academic year. The report will contain recommended priorities and a summary of the Committee's findings, actions and recommendations for the year.

~~Approved by the Senate October 25, 2010~~