

UNMARKED COPY APPROVED BY THE COMMITTEE ON COMMITTEES & SENATE EXECUTIVE COMMITTEE

Tenth-Year Review

SENATE BUDGET COMMITTEE [Tier 1]

1) Name of Committee [Tier Number for Committee Members]

Senate Budget Committee [Tier 1]

2) Brief Description: The Senate Budget Committee is the University's primary agency for faculty participation in University fiscal policy.

3) Background: See <http://pages.uoregon.edu/uosenate/dircom/budgetcom.html>

4) Charge and Responsibilities: Defined by UO Senate Bylaws:

5.4 The Senate Budget Committee reports to and acts at the direction of the Senate. It is charged with informing the Senate and advising the University President and administration about university financial matters, including budgetary policies and decisions, and long-term financial strategies. In fulfilling its charge, the Senate Budget Committee shall review budget reports submitted to the UO Board of Trustees and obtain pertinent data from the university administration. The University Administration shall provide all financial information requested by the Committee in a timely fashion. The Budget Committee may initiate the study of financial issues.

The Senate Budget Committee may initiate the study of financial issues and make recommendations to the Senate for Senate action.

The Senate Budget Committee may establish working subcommittees.

5) Membership Requirements: Defined by UO Senate Bylaws:

5.4 The SBC shall consist of eight members from the Senate constituencies, serving staggered three-year terms. At least five shall be tenured faculty members. Four members shall be elected by the Senate from among its regular voting members, three of whom shall be tenured faculty members. Four members shall be appointed by the Senate President after consultation with the Senate Executive Committee. The Senate President should consider skills and balanced representation from Senate constituencies when making these appointments.

Appointments, nominations and elections may be done electronically and shall ensure that new SBC members are in place at least two weeks before the Fall term starts, and that the composition of the SBC meets the above requirements. New appointments or elections shall occur if a position becomes vacant.

The Senate President shall be an ex-officio voting member of the Senate Budget Committee during his/her term of office. The University President and Provost shall be ex-officio non-voting members of the committee and each may designate administration members to accompany and/or represent them.

The University President and members of the Administration shall keep the committee informed of actions impacting the University's budget by the Governor, the Legislature, the University of Oregon's governing board and the UO Foundation and other organizations and individuals.

Senate motion US13/14-14 states that the Senate considers it best practice that Administrative Advisory Groups dealing with budget include a member of the Senate Budget Committee.

6) Leadership Structure (Chair, Convener &/or Staff):

a) Chair: Chair is also convener. The Senate Budget Committee shall choose its own chair from its membership.

b) Convener: Chair

c) Staff: TBD

7) Election Schedule for Chair (quarter, week or "at the first meeting"):

The committee chooses its own chair from its membership at the first meeting of the academic year.

8) Length of Term:

a) Non-Students (faculty, OA's, OR's, Classified): 3-year term

b) Students: 1 year, reappointment possible

c) Ex officio: N/A

9) Term Limits:

a) For the Chair: none

b) For Committee Members: none

c) Ex officio: none

10) Frequency of Meetings: monthly; more as needed.

11) Workload Designation [Tier 2 to 1+ varies]

a) For the Chair: [Tier 1 to 1++] typically 60 hours; 2 hours/week**

**in times of intense need, hours may range from 160+ in a year

b) For Committee Members: [Tier 2 to 1++ varies] typically 20 hours**

**in times of intense need, hours may range above 100 in a year

12) Reporting Deadline(s):

One Senate member shall be chosen by the SBC to serve as Senate Liaison, charged with keeping the Senate regularly informed about SBC meetings and agendas and UO Board of Trustees financial matters. The Senate Liaison should present a report to the Senate each term. The SBC shall make a report to the University Senate. At a minimum, this report shall be in the form of an annual written report submitted by the Committee Chair to the Senate President and the Senate Executive Coordinator by June 1

13) Current Members [*Leave blank at present*]:

14) Category or Type: Internal Senate Committee

15) Department:

16) Selection Process: Appointed/Elected

17) Additional Information:

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The Senate Budget Committee may initiate the study of financial issues and make recommendations to the Senate for Senate action.

The Senate Budget Committee may establish working subcommittees.

The Senate Budget Committee is charged with informing itself and the University Community about University financial matters. It shall advise the University President, other University administrators, the Senate President, the Senate and the University Community on budgetary policy and long-term financial strategies. The University Administration shall provide all financial information requested by the Committee in a timely fashion. The Budget Committee may initiate the study of financial issues. The Senate Budget Committee shall make recommendations to the Senate for Senate action.

5) Membership Requirements: Defined by UO Senate Bylaws:

5.4 The SBC shall consist of eight members from the Senate constituencies, serving staggered three-year terms. At least ~~five~~ **five** shall be tenured faculty members. Four members shall be elected by the Senate from among its regular voting members, three of whom ~~shall~~ **shall** be tenured faculty members. Four members, ~~one of whom may be from any Senate constituency,~~ shall be appointed by the Senate President after consultation with the Senate Executive Committee. **The Senate President should consider skills and balanced representation from Senate constituencies when making these appointments.**

~~**[MOVE TO #9]** Members may be re-appointed or re-elected without term limits.~~

Appointments, nominations and elections may be done electronically and shall ensure that new SBC members are in place at least two weeks before the Fall term starts, and that the composition of the SBC meets the above requirements. New appointments or elections shall occur if a position becomes vacant.

The Senate President shall be an ex-officio voting member of the Senate Budget Committee during his/her term of office. The University President and Provost shall be ex-officio non-voting members of the committee and each may designate administration members to accompany and/or represent them.

The University President and members of the Administration shall keep the committee informed of actions impacting the University's budget by the Governor, the Legislature, the University of Oregon's governing board and the UO Foundation and other organizations and individuals. ~~**[MOVE TO #6]** The Senate Budget Committee shall choose its own chair from its membership. **[MOVE TO #12]** One Senate member shall be chosen by the SBC to serve as Senate Liaison, charged with keeping the Senate regularly informed about SBC meetings and agendas, and presenting a report to the Senate each term in concert with the UO Board of Trustees meetings a written report to the Senate annually. **[MOVE TO #4]** The Committee may establish working sub-committees.~~

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