

**SAN JOSE STATE UNIVERSITY
ONE WASHINGTON SQUARE
SAN JOSE, CA 95192**

F15-9, University Policy, Budget Advisory Committee

**Legislative History: Amended by SM-S11-1 (Amendment A)
Amended by SM-F17-3 (Amendment B)
Amended by S19-2 (Amendment C)
Amended by Amendment D to F15-9
(Amendment D)
Rescinds SM-S03-1, Amends S09-6,
Amends Bylaw 10.1**

At its meeting of November 2, 2015, the Academic Senate approved the following policy recommendation presented by Senator Shifflett for the Organization and Government Committee. F15-9 was signed and approved by Interim President Susan W. Martin on November 5, 2015.

Rescinds SM-S03-1 (which placed the Budget Advisory Committee in rotation with policy committees on the Senate agenda); Modifies S09-6 (to remove content related to a budget advisory committee from our current strategic planning policy); Amends Senate Bylaw 10.1 which provides a listing of special agencies.

A coded memo from the Chancellor in 1987, provides the directive behind the guidance and establishment of Campus Budget Advisory Committees. Historically, S05-10 abolished the existing Budget Advisory Committee and replaced it with a Resource Planning Board. S07-3 then established a Resource Review Board noting that "In practice it was found that the role for the Resource Planning Board envisioned by S05-10 has proved to be unworkable due to budget timelines and the composition of the board. This proposal, if adopted, abolishes the Resource Planning Board and creates a new special agency, the Resource Review Board". Subsequently S09-6 (Strategic Planning Policy) rescinded S07-3 and established a Strategic Planning Board which would serve as the budget advisory committee. SM-S11-1 (Amendment A to F15-9) then temporarily assigned responsibilities of the Budget Advisory Committee to the Senate Executive Committee (plus 3 additional members) noting that "the SPB has had limited meetings, due to management transitions and considerable uncertainty in the CSU budget. Those same budget uncertainties, however, make it all the more important that the Senate and the campus remain connected to the budget advisory role." Finally, SM-F17-3 (Amendment B to F15-9) revoked the temporary assignment of Budget Advisory Committee responsibilities and returned responsibilities to the Strategic Planning Board.

On September 11, 2019, President Mary A. Papazian signed and approved University Policy S19-2. S19-2 is Amendment C to F15-9. Amendment C updates the charge of the Budget Advisory Committee and is incorporated into the policy below.

On December 16, 2021, President Mary A. Papazian signed and approved Amendment D to University Policy F15-9. Amendment D changes the seat for the “AS President or designee” to the “AS Controller or designee.”

University Policy: Budget Advisory Committee

- Whereas: S09-6, which defined the Strategic Planning Board as the body to serve in the role of a Budget Advisory Committee, is under reconsideration this fall, and
- Whereas: The SJSU statement on shared governance notes that effective shared governance depends on judicious use of fully collaborative and consultative decision making, and
- Whereas: The campus has not had an active budget advisory committee as called for in the 1987 coded memo from the Chancellor (BA 87-14) in recent years, therefore be it
- Resolved: That until such time as S09-6 is updated, provisions in that policy related to a budget advisory committee be removed, and be it further
- Resolved: That Senate bylaw 10.1 be amended to add the Budget Advisory Committee to the list of special agencies, and be it further governance

Approved: 9/28/15
Vote: 8-0-0
Present: Grosvenor, Mathur, Curry, Gleixner, Shifflett, Elmiaari, Beyersdorf,
Becker
Absent: Laker
Financial Impact: None expected.
Workload Impact: Additional workload for members of the Budget Advisory
Committee.

1. Budget Advisory Committee

A Budget Advisory Committee is an integral part of the effort to engage the campus community in developing an understanding of our decentralized budgeting proceseyed bu3 (oc)-65 Td()TjEMC /P AM

1.3.2 Participate in a budgeting process that integrates campus strategic goal setting, budget review and planning, and allocations set by the president.

1.3.3 Participate in the review of the accomplishment of finance goals across divisions and other appropriate units in the context of accountability with respect to the proper use of funds.

1.3.4 Advise the President regarding the timing and content of annual budget calls.

1.3.5 Advise the President during the fiscal year regarding significant or unanticipated events that have a significant effect upon campus budget allocations.

1.3.6 Advise the President regarding the content and format for reporting annual budget data to the campus community in a thorough and consistent manner such that annual changes in the budget are easily tracked and understood.

1.3.7 Provide annual recommendations to the President regarding the proposed budget allocations across the University's several divisions in line with the University Strategic Plan.

1.3.8 Receive reports related to enrollment targets and yield and contribute to discussions on proposed budget allocations.

1.3.9 Review, analyze, and advise the President regarding significant budget actions external to the campus that could impact the University's Operating Fund; e.g., the initial CSU budget proposal and the Governor's May Revise.

1.3.10 Provide information to the Strategic Planning Committee regarding the alignment of campus resources with the strategic plan.

At the conclusion of each academic year the Vice Chair of the Senate will complete the

