CALIFORNIA STATE UNIVERSITY EAST BAY

Committee on Budget and Resource Allocation (COBRA)

Approved Minutes of meeting February 17, 2006

Members Present: Sam Basu, Dana Edwards, Kris Erway, Karina Garbesi, Bonnie Ho, Sue Opp, James Petrillo

Members Absent: Armando Gonzales, Jose Lopez, Saeid Motavalli, Nancy Mangold,

Guests Present: Bob Brauer, Bill Dinehart, Dick Metz, Norma Rees, Don Sawyer

1. Approval of Agenda M/S/A

2. Approval of Minutes from 1/20/06 and 1/27/06 M/S/A as amended

3. Report of the President –
  President Rees indicated the Executive Council of the CSU meetings next week would like to see continued discussion of projected enrollment changes in the CSU. She indicated there is some disconnect in projections because some analysts are questioning if the expected crush of new students is really going to occur. She provided the Chancellor a copy of the COBRA report, of which she was very proud.

4. Report of the Chair –
  Hank Reichman forwarded the CSU Senate document regarding budget efficiencies of universities in the US which shows that California is one of the best states at getting students educated efficiently.
  Garbesi discussed the submission of COBRA recommendations to the Senate.
  Sawyer complemented COBRA on getting their report to focus on functions of units in relation to budgets.
  Garbesi also mentioned the need to evaluate the potential for high cost events and budgetary implications of such events across campus. COBRA indicated they were interested in examining the relationship between strategic planning, risk management, and budget planning.

5. Presentations of Vice Presidents
  VP Metz presented a report of Administration & Business Affairs. He indicated that due to severe budget cuts, ABA focuses now primarily on triage – they are no longer able to provide high quality service. The many needs include electrical, physical and staff, but the lack of banked funds available this year makes this more difficult than other years. The biggest staff need is for accounting staff, second is for housekeepers, third groundskeepers, and fourth for professionals including campus planning personnel. Metz also discussed plans called Business Continuity Plans for maintaining and recovering the function of the University in the face of major problems such as an epidemic, earthquake, etc.
Bob Burt presented a report from University Advancement. He discussed the two sources of funds for UA – state funds and supplemental funds – and the plans to move CSUEB UA from an “emerging” to “mature” development program by increasing the level of payoff relative to investment. At this point, the University needs more research capability to mature the program so that more potential donors may be researched and qualified. The ongoing budget is insufficient to create a comprehensive development program. The Strategic Communications Group, which includes Burt, Brauer and Colombatto is working to better target communications efforts to the market. Measurable outcomes of UA efforts are in money raised, but also in numbers of visits, money solicited, money by purpose, gift ranges, etc.

6. **Next meeting: Friday, March 3, 2006. 9:00-11:00am, PCR.**

Respectfully submitted by S. Opp, Secretary