

**Budget Advisory Committee**  
Minutes  
Monday, March 27, 2023 at 3:30PM  
Location: Webex  
<https://uncp.webex.com/meet/melissa.schaub>

**Committee Members:**

Dena Breece (SBS to 2023)  
Jessica Dupuis (ARTS to 2024, secretary)  
Gabe Eszterhas (ex officio, Vice Chancellor for Finance and Administration)  
Misti Harper (At large to 2025)  
Beth Holder (EDUC to 2024)  
Beverly Justice (At large to 2023)  
Astrid Oviedo (CHS to 2025)  
Melissa Schaub (LETT to 2025, chair)  
Cornelia Tirla (NSM to 2023)

Members present: Melissa Schaub (LETT to 2025, chair); Dena Breece (SBS to 2023); Jessica Dupuis (ARTS to 2024, secretary); Gabe Eszterhas (ex officio, Vice Chancellor for Finance and Administration); Misti Harper (At large to 2025); Beth Holder (EDUC to 2024); Beverly Justice (At large to 2023); Astrid Oviedo (CHS to 2025); Cornelia Tirla (NSM to 2023)

- I. Call to Order  
The meeting was called to order at 3:30pm.
- II. Approval of Minutes from Monday, February 27, 2023  
The minutes from the Monday, February 27, 2023, meeting were approved.
- III. Approval of Agenda  
The agenda was approved.
- IV. Report from the Chair  
The Chair performed the task of creating a revised document of the Suggested Principles for Addressing Budget Shortfalls (Appendix A) for the committee to review.
- V. Report from the Vice Chancellor for Finance and Administration  
The Vice Chancellor for Finance and Administration reviewed all recurring fund requests for the next fiscal year. He has been through the requests with the Provost and will be making a presentation to the Cabinet. They are preparing for The Board of Trustees meeting. The university will be receiving some funding cuts. They will have to do some internal reallocations; some units may be cut. From this, admissions, enrollment, and retention will benefit. The cuts will be around the 3% range. They will give units their targets and it will be up to them to figure out how they will make the cut. They want to create a plan now and then hold off with it. Depending on the Legislature plans, they would make cuts by July 1<sup>st</sup>.
- VI. Unfinished Business  
None

VII. New Business

The Chair shared the revised draft of the Principles document (Appendix A) with the committee. The committee discussed each comment and made revisions. The document will be revised again in 2026 (3 years). The Chair saved the updated document and called for a vote to approve the changes in Appendix A. There was a unanimous vote to approve the revisions in Appendix A. The Chair will send it to Faculty Senate.

At the next meeting on April 24th, the plan is to leave the meeting open in case we need to revise the Principles document (Appendix A) if we receive edits from Faculty Senate.

VIII. Announcements

The next meeting will be Monday, April 24, 2023 at 3:30 p.m. on Webex

IX. Adjournment

The meeting was adjourned at 4:11pm.