

**MINUTES**  
**UNIVERSITY ADVISORY COUNCIL ON**  
**STRATEGIC BUDGETING AND PLANNING**  
**September 27, 2012**

PRESENT: Greg Boardman, Natalie Cruise (for Tyler Arthur), Balu Guduri, Wendy Herdman, Tim Hodge, Sarah Karpanty, Mark McNamee, Quinton Nottingham, Dwight Shelton, Ken Smith, Jason Soileau, Sue Teel, Nicole Weinstein (for Theresa Pancotto), Zhaomin Yang

ABSENT: Amy Brunner, Elizabeth Fine, Joseph Guthrie, Connie Stovall

1. CALL TO ORDER

Dr. Mark McNamee, Senior Vice President and Provost, called the meeting to order at 3:00 p.m.

2. APPROVAL OF THE SEPTEMBER 6, 2012 MINUTES

Dr. McNamee announced that the minutes of the September 6, 2012 meeting have been approved electronically and sent to University Council for posting on the web.

3. UPDATE ON BUDGET AMENDMENTS

Dr. McNamee, Senior Vice President and Provost, and Dwight Shelton, Vice President for Finance and Chief Financial Officer, overviewed the state budget process and the type of requests made by the university.

Tim Hodge, Assistant Vice President for Budget and Financial Planning, distributed a handout describing the process and guidance for amendment requests in the Commonwealth of Virginia's budget process. He reviewed the state budget process and noted that the state traditionally provided guidance to limit the types of budget requests at the mid-biennium. Guidance had also been received from the Secretary of Education which allowed institutions of higher education to expand beyond the traditional limitations for areas which support the state's goals and the Higher Education Opportunity Act of 2011. Mr. Hodge also described the operating and capital requests that were recently submitted to the Department of Planning and Budget for the University Division (Agency 208) and Cooperative Extension/Agriculture Experiment Station Division (Agency 229). A copy of Mr. Hodge's handout is attached to these minutes.

4. OTHER BUSINESS

There being no further business, the meeting adjourned at 4:00 p.m.