**ADMAN Board of Directors Meeting**

**Minutes**

**March 19, 2014 (3-5 p.m.)**

1207 Robert Mondavi Institute, South Building

*Members in attendance: Sara Reed, Chris Hale, MaryAnn Mellor, Michelle Hammer Coffer, Teri Sugai, Sally Harmsworth, Lourdes Gomez, Brooke Noonan, Brenda Scalzi, Carlos Garcia, Gladis Lopez, Rosemary Martin Ocampo, Linda Potoski, Tracy Lade, Kelly Gilmore, Jennifer Radke, Megan Villasenor, Bill Jackson, Shannon Tanguay*

Welcome New Members:

* + Nancy Wilson  School of Veterinary Medicine Dean’s Office, Davis Campus
  + William Garrity  Library Administration, Davis Campus
  + Ernest Hoftyzer  Institute of Transportation Studies, Davis

1. **Conference Discussion 3:00 – 3:15 pm**

* **Kerry Hasa, Conference Chair**
* Conference was sold out, there were 20 no shows. The Chancellor was very impressed. Reception was not well attended, with most attendees gone by 4:30. Guests were great at approaching conference attendees. There were over 200 RSVPs for the reception. Next year’s chair is Gaylene Miller. Gaylene thanked Kerry for the amazing job she did. This event opens up the opportunity to look at what ADMAN can do as far as professional development.
* The survey is out, Kerry is waiting for all the responses to come in. Full report will be provided at a future meeting. There was a suggestion to continue with the reception, it is a great opportunity to have high level visitors
* This was also a great opportunity to partner with talent management, etc. Kerry, mentioned the possibility of doing something in the fall, such as a brown bag.

1. **Campus Budget Discussion 3:15 – 4:15 pm**
   1. **Kelly Ratliff, Senior Associate Vice Chancellor** 
      1. <http://www.budget.ucdavis.edu/factsheet/current_base_budget_overview.pdf>

Kelly provided an overview of the changes in leadership since John Meyer’s retirement.

UCD is a $4 billion organization, this includes the campus, UCDMC, Nursing and Medical Schools.

All flavors of tuition show up in the pie. Still use 19900, still blend these two colors together. Some still think general funds come from the state, when actually the source is tuition. When these two are brought together, state is the minority player.

Kelly provided an explanation of the “budget pie” and funding sources.

Budget uses: $4 billion is the budget estimate for this year, $3.6 billion is the actual spend for last year. Revenue for last year was $3.8 billion. CFO Dave Lawlor is asking us to build an economic model.

UC Davis Budget planning, provost sources and uses for state general funds

Gift totals are this year are well ahead of any other year.

Our budget is big and complex, Kelly asked the group to be thinking about how we can help, work cooperatively toward solutions.

Questions:

* Gifts is a pain point, managing gifts, complexity in required accounting methods. Can gift funds types be merged together? Kelly will look into this.
* Can rate increases be tied to salary increases? Currently, units have to go through the rate increase approval process.
* Committee found the discussion very helpful and would like to have Kelly return with an update annually.

1. **General Discussion**

* Does the ADMAN chair have to be an ADMAN member? The by-laws do not specify.

Priorities Memo to the Chancellor: other campuses do a priorities memo to the chancellor/provost. The group was asked to think about what our priorities should be, this is a very unique group, one that comes together voluntarily, a mix of admin and academic representatives

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***Member Committee Reports***

ABOG:

No update for March 2015

AADI:

No update for February 2015

ADMAN Conference

<http://occr.ucdavis.edu/adman/mid-mgmt-conference/index.html>

Campus Taskforce on Uniform Guidance for Federal Awards Implementation:

No update for March 2015

ASEC

No update for March 2015

CCC&D:

No update for March 2015

ED Tech:

No update for March 2015

LMS Transition Working Group

No update for March 2015

FIS Update

No updates for March 2015

HR Transformation Committee

No update for March 2015

HRIC/HRAC:



IT-Security/IT-Services

Campus CIO Viji Murali has restructured the Technology Infrastructure Forum (TIF).  Instead of TIF-Steering, TIF, and three TIF subcommittees, there are now two groups:

1. IT-Security (led by Tom Pomroy)
2. IT-Services (led by Huy Tran and Steve Pigg)

Kuali-Rice

No update for March 2015

SDAAC:

No update for March 2015

SSC:



Staff Assembly:

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UCPath:

No update for March 2015

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| **Committee** | **Representative(s)** |
| ABOG (Academic Business Officers Group) | Sally Harmsworth/Lourdes Gomez |
| AADI (Administrative Application Development Init) | Tracy Lade/Janet Brown Simmons/Chris Hale/Meshell Louderman |
| ASEC (ADMAN SharePoint Exploratory Committee) | Tracy Lade/MaryAnn Mellor |
| CCC&D (Campus Council on Community and Diversity) | Tammy McNiff |
| CCFIT (Campus Council for Information Technology) | Nora Orozco |
| Campus Taskforce on Uniform Guidance for Federal Awards Implementation | Sara Reed |
| FIS Steering Committee (Kuali) | Karen Nofziger |
| EDMS Replacement Project | Peter Blando/Teri Sugai |
| Ed Tech | Kerry Hasa |
| HR Transformation Committee | MaryAnn Mellor |
| HRIC/HRAC/Career Compass  (HR Implementation Committee/  HR Advisory Committee) | Rosemary Martin-Ocampo |
| IT-Security & IT-Services | Tracy Lade |
| LMS | Kerry L. Hasa |
| Kuali Rice (collection of middleware) | Dee Madderra |
| SDAAC (Staff Diversity Administrative Advisory Committee) | Lourdes Gomez |
| SSC (Shared Service Centers) | Sara Reed |
| Staff Assembly | Jessica Potts |
| UC Path Steering Committee | Susan Sainz/Meshell Louderman |

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**Future meeting dates for Academic years 14-15 & 15-16:**

All meetings will be held from 3:00-5:00 pm in 1207 Robert Mondavi Institute, South Building.

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| |  |  |  | | --- | --- | --- | | April 16, 2015 |  | January 21, 2016 | | May 21, 2015 |  | February 18, 2016 | | June 18, 2015 |  | March 17, 2016 | | July 16, 2015 |  | April 21, 2016 | | August 13, 2015 |  | May 19, 2016 | | Sept. 17, 2015 |  | June 16, 2016 | | October 15, 2015 |  | July 21, 2016 | | November 19, 2015 |  | August 18, 2016 | | December 17, 2015 |  | Sept. 15, 2016 | |  |  |  | |  |  |
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*The committee appreciates Tracy Chriss reserving space for these meetings.*