

## **UBAC Ground Rules**

- Polite
- Respectful
- Be on time
- Attendance is important
- Maintain a "Big Picture" viewpoint in meetings
- Consider the unique circumstances, (e.g. different schools), into account
- Budget must consider the implications of funding decisions (funding does not occur in a vacuum)
- Determine confidentiality of issues discussed in meetings
- Maintain transparency among UBAC members, and ensure UBAC decisions are viewed as transparent
- Encourage civil debate
- Full participation of members
- All budget related issues on the table
- Impartiality
- Distribution of minutes
- Decision/Action Agenda to be sent out prior UBAC meetings

## **UBAC Governance**

- Decision Process
  - First by consensus, if none,
  - Majority vote
- Recognize minority opinions
- No member substitutions in meetings
- A proxy will be permitted on decision votes
- Simple majority for quorum.