

Budget and Planning Committee Minutes

Thursday, March 15, 2018
10:00 –11:30 AM

Sci III, Rm 100

Attendance: A. Hegde (Chair), J. Sun, J. Zorn (ex-officio), J. Drnek, H. He for A. Hyung, S. Betty, A. Grombly, M. Gomez, C. Lam

I. Call to order at 10:05am

II. Approval of Minutes

- a. Minutes from the March 1, 2018 committee meeting
- b. *Motioned for approval by J. Drnek, seconded by S. Betty, approved by consensus.*

III. Announcements and Updates

- a. Budget Forum
 - i. Last week was the Budget Forum. T. Davis introduced the campus to the information on Budget Central and Questica (which he had previously reviewed with the Budget and Planning Committee).
 - ii. Provost Zorn discussed Academic Affairs budget concerns, and President Mitchell discussed how the campus is funded.
 - iii. The Forum was livestreamed and is available to view.
 - iv. There is still information pending on the Budget Central site, mostly the information the committee has already seen from Institutional Research, Planning, and Assessment.

IV. Approval of Agenda

- a. *Motioned for approval by J. Drnek, seconded by S. Betty, approved by consensus.*

V. Old Business

- a. BPA Academic Certificate (Referral 2017-18 #1)

- i. Mark Evans emailed A. Hegde about the revision to the proposal. The revisions remove additional resources from the proposal; BPA will utilize existing staff.
 - ii. The committee discussed the need to include in the resolution support for the continuation of the internship coordinator position in Career Education & Community Engagement
 - iii. A. Hegde to draft resolution and send it out to committee this week. If it is sent to Beth Bywaters by Monday, it should make it on the Senate agenda for next week.
- b. Office Allocation (Referral 2017-18 #10)
 - i. A. Hegde to ask deans of BPA and NSME for inventory lists in format of A&H.
 - ii. Discussion of the level of detail to which the committee wants to investigate and/or prescribe policy. There are contractual issues related to space.
 - iii. Discussion of apparent use of space and perceived use of space and intersection with the Facilities Use policy. New buildings will help but are down the road and will not resolve the issue.
 - iv. Committee will wait for additional information and will consider a policy based on prioritizing full-time employees over storage, etc. and considerations of contractual language. May search for existing or suggest an inventory of campus offices and storage areas kept by someone outside of Academic Affairs.
 - v. A. Hegde to draft rough policy over Spring Break and to query other CSUs on their policies.

VI. New Business

- a. 1. Interdisciplinary Studies Department Formation Proposal (Referral 2017-18 #22)
 - i. Discussion of proposal and existing structure and housing of Liberal Studies program(s).

- ii. Possibility of a joint meeting with Academic Affairs to discuss this proposal.
- iii. Please send questions for Dustin Knepp to A. Hegde by next week.

VII. Other Business

VIII. Adjournment at 11:15am