

Budget and Planning Committee Minutes

Thursday, March 1, 2018
10:00 –11:30 AM

Sci III, Rm 100

Attendance: A. Hegde (Chair), C. Lam, S. Betty, A. Huynh, J. Drnek, T. Davis (ex-officio), B. Street, A. Grombly

I. Call to order at 10:05am

II. Approval of Minutes

- a. Minutes from the February 15, 2018 committee meeting
- b. *Motioned for approval by A. Huynh, seconded by B. Street, approved by consensus.*

III. Announcements and Updates

- a. Linda Lara has moved into a position in the Budget Office; A. Hegde and T. Davis will look into finding a staff replacement for her on the committee
- b. Budget Forum, March 6: T. Davis reviewed the work on Budget Central and the plan for next week's Budget Forum. Budget Central is available under Quick Links on the CSUB homepage, and information requested by BPC is located under "Academic Senate Budget and Planning Committee Data".
 - i. T. Davis explained each area of reports and the source of the data.
 - ii. The committee discussed the ramifications of the state budget allocation on campus allocations.

IV. Approval of Agenda

V. Old Business

- a. Maximum Units Per Term (Referral 23; Resolution 161719)
 - i. A. Hegde shared that this resolution was brought back to the floor at the last Academic Senate meeting. With the exception of Faculty Affairs Committee, there is an agreement for 19 units. The second

reading of the resolutions is scheduled for the next Academic Senate meeting.

- b. Proposal for Energy and Power Engineering within Engineering Sciences (Referral 2017-18 #17)
 - i. A. Hegde reviewed draft resolution with committee, and there were no objections to the wording of the resolution.
- c. Office Allocation (Referral 2017-18 #10)
 - i. A. Hegde sent out a request for office inventory to the school deans and has received draft copies from all schools except Social Sciences and Education.
 - ii. The committee reviewed the provided inventories and agreed that the format of the Arts and Humanities inventory had the information needed for the purpose of the referral.
 - iii. The committee discussed the issue of dorm, classroom, and lab space utilization in relation to this referral and other similar efforts on campus.
 - iv. A. Hegde suggested the need for global or macro guidelines for office allocation in reference to the referral.

VI. New Business

VII. Other Business

VIII. Adjournment at 11:10am