

**Budget and Planning Committee**  
**Draft Minutes**

Thursday, April 5, 2018  
10:00 –11:30 AM

**Sci III, Rm 100**

**I. Call to order 10:05am**

Attendance: A. Hegde, A. Huynh, C. Lam, A. Grombly, D. Boschini, S. Betty,  
B. Street, J. Drnek, M. Gomez, J. Sun, T. Davis (late)

**II. Approval of Minutes**

- Minutes from 3/15/18 meeting: **Approved. Moved by Lam. Seconded Betty.**

**II. Announcements and Updates**

New president announced; Debbie shared conversation with the new president on request for budget transparency at CSUB. She knows the student types we serve and will be moving to Bakersfield; she will come to Senate meetings.

Her background is in psychology and is willing to

sit/learn/validate/understand a culture that is here; she discussed strategic planning as a priority; Debbie shared that we need current data on strategic planning; latest data available at last strategic planning meeting was from 2014-15.

Mariela shared that new president is interested with meeting students and she is working on a possible luncheon between students and Dr. Zelezny.

**IV. Approval of Agenda: Amanda Moved. Jim Seconded. Approved**

**V. Old Business**

1. BPA Academic Certificate (Referral 2017-18 #1): Aaron drafted resolution for members to review and discuss. Add Provost and Dr. Wallace to Distribution List. Add statement for continuation of first resolved statement. Annie/ Stafford moved; approved with changes as discussed
2. Office Allocation (Referral 2017-18 #10): Aaron shared that nothing much out there among other campuses only Guidelines for Office Space by the Chancellor Office that individuals should not have only one office and Berkley has an article on Facility/Land use and detailed guidelines on square

footage. CSU has passed a resolution in 2001 Faculty Office Space in the CSU. Brian mentioned guideline is an appropriate term than policy. Amanda shared Librarians and staff only have offices in Library. Aaron recommends we start with Faculty Office Space in CSU. Brian recommends to change the language specific for CSUB and faculty should be housed within the department.

Members Discussion: various current office space usage at various schools/departments, vary from 8 to 15 part time faculty sharing a single office; part time faculty # cap vs. no cap; schools should have their saying on office space usage; mandate full time faculty with an office space; should not have a rigid policy but encourage reasonable accommodation for sharing office spaces; there is unused office space that are claimed by administrators; Brian has asked John Dirkse to do inventory on spaces school-wide prior to his retirement; Amanda mentioned there should be someone accountable for spaces i.e., BPD?;

Aaron proposes to start a broad policy with CSU's policy on Google Doc preliminary for the group to edit

Debbie recommends to bring to a meeting that all Deans are present for discussion and invites Aaron next Tuesday 4/10/18; when a policy in the Chancellor office, all campus should share the practice

Tom shared staff offices are based on the departments' budget. There is a taskforce on classroom enhancement and there is a conversation that classroom/lab/office conversion based on utilization and technology = fact finding project prior to investing \$\$ for future

## **VI. New Business**

1. Interdisciplinary Studies Department Formation Proposal (Referral 2017-18 #22): Academic Affairs has approved this and BPC will invite Dustin to come and give further info; members to email Aaron questions for Dustin ahead of time prior to our next meeting. Currently, there are many INST programs and proposing a new department, chair and ASC. Part of Modern Languages.

Faculty can get tenure. Creating new degree programs and hope students come and new department can be created

Committee members wondered if there is a growing in student population; what is a gain to have a department? Also concerned if the programs shared among existing departments and request resources and by adding new department, may add resources

There are ~140 students in the various INST programs and may justify a department on non-credentialing liberal studies

Some concerns that it is difficult to understand the setup of Liberal studies and look forward to Dustin's coming; faculty have been hired to teach various courses

Aaron: We have 2 more meetings this year

Debbie: If anyone is interested in any committee, call for interest will come in 2 weeks

**VII. Adjourn Annie Motioned/Stafford seconded. Committee adjourned at 11:27 am.**