

PLANNING, RESOURCE AND BUDGET COMMITTEE
Minutes
February 22, 2019
1:00 PM – 2:30 PM
CP-1060-05

Attendance

	Amir Dabirian	√	Mikyong Kim-Goh	√	HyeKyeung Seung
√	Peter de Lijser	√	Stacy Mallicoat, Chair	√	Binod Tiwari
	Berenecea Johnson Eanes	√	Craig McConnell		Framroze Virjee
√	David Forgues		Dave Mickey	√	Megan Wagner
√	Danielle Garcia representing President Framroze Virjee		Nelson Nagai	√	Meghan Waymire
√	Rebecca Hesgard	√	Pam Oliver	√	Emeline Yong
√	Sherif Khalifa		James Rodriguez	√	Maria Estela Zarate
√	Danny C. Kim	√	Greg Saks		

Guests: Adamson, Balderas, Bonney, J. Garcia, Grater, Izadian, L. Nguyen for Dabirian, T. Nguyen, Scialdone for Eanes, Stohs for Rodriguez

I. Call to Order

- Chair Mallicoat called to order at 1:01 pm.

II. Announcements

- Chair Mallicoat asked the Student Enrollment Shortfall Work Group to stay following the PRBC meeting for a brief meeting

III. Approval of Minutes

3.1 Minutes February 1, 2019 (draft)

- M/S/P McConnell, Yong

IV. New Business

4.1 Library Update – Emily Bonney, Dean Pollak Library

- Guest Bonney provided a ‘Pollak Library Update’ powerpoint presentation to cover the following topics:
 - Lots of Good News! – North Tower Refresh: Second, Third, and Fourth Floors
 - One-Stop Shopping for Student Support
 - Coming Soon: Family Study Room, Meditation Space, Re-opened 4th & 5th floors in the South Tower, Center for Oral and Public History – 6th floor South Tower
 - At Your Service – Current employees: 18 full-time Librarians, 30 full-time Staff, 80 Student Employees, and 2 Associate Deans and a Dean
 - 21st Century CSUF Library – More than books, Innovation Hub, Student and Faculty make knowledge, New spaces, and New resources with 228 databases and additional electronic resources
 - Key to Student Success and Strategic Plan: Library has a role in the following:
 - Goal 1: Provide a transformative educational experience and environment for students
 - Goal 2: Strengthen opportunities for student completion and graduation

- Goal 3: Recruit and retain high-quality and diverse faculty and staff
- WASC core competency of Information Literacy
- Examples of where Library needs help – bar graph comparing campuses:
 - High Student to Librarian Ratio
 - High Students to Staff Ratio
 - High Students to Library Employees Ratio
 - Low Tenure Density
- Must fill positions with TT faculty for Collection Development, Electronic Resources, and Special Collections
- Need new kinds of Librarians – Open educational resources, online/distant education, Student Success, Social Sciences/Government documents, Assessment, Digital literacy
- Need support – Director of Administration, Head of Systems, Programmers, Pay for Faculty
 - Lowest Medium Librarian Salary – bar chart comparing campuses
- Need student employees – HIP affecting 80 students, \$200k baseline budget but actual > \$500k
- Need consistent support for Library Materials – CO reduce materials in Electronic Common Core, Reliance on one-time money, Reduction in subscriptions increases Interlibrary Loan, Cutting materials affects faculty and students
- Candidates for Cancellation – list of subscriptions
- 2017/2018 and 2018/2019 Library Budget – Baseline, carryforward, inflation, salaries, OE&E, materials and expenditures
- Recommendations – Adopt realistic material budget, Fund materials centrally, Budget for student employees, Fund Director of Development, 5-year plan to increase % share of university budget from annual baseline
- Baseline Budget – Campus & Library for FY 2002/2003 thru 2018/2019
- University Budget vs Library Budget for FY 2016/2017 – list 9 campuses and identifies percentages

4.2 Deferred Maintenance – Ali Izadian, AVP for Capital Programs and Facilities

- Guest Izadian shared a powerpoint to present the campus ‘Deferred Maintenance Needs’
 - State-Funded Building Age – pie chart of building ages and percentages
 - 2019-20 Deferred Maintenance Crucial Needs - \$37m immediate need, \$247m expected to be approved Spring 2019 for 23 campuses
 - 2019-20 Priorities – KHS Pool Replacement, Gordon Hall Elevator, Exterior Paint, Carpet Replacement Program-annual, Other Big Ticket Priorities-list and estimated cost
 - 10-Year Deferred Maintenance - \$500m in 10 year campus needs, Priorities-list and estimated cost: HVAC infrastructure, Building interiors, Electrical systems, Building exteriors, Fire/Life safety upgrades, Elevator upgrades

4.3 Graduate Studies – Joe Garcia, Interim Director, Office of Graduate Studies

- Guest Garcia offered a powerpoint presentation on the ‘Office of Graduate Studies– Current Resource Needs’. Information reviewed included the following:
 - Overview of Office – Processes, Programs, Personnel, Location
 - Processes – Communication, Study Plans, Grad Checks, Probation/Disqualification, Curriculum, Graduate Studies Telegram

- Programs – Graduate Student Success Center, New Graduate Student Orientation, Gram Slam, Graduate Equity Program, Elevar Scholars Program-SOAR, Giles T. Brown Travel Grants, CDIP, Sally Casanova Pre-Doctoral Scholarship, Chancellor’s Doctoral Incentive Program, Mentoring Program, Federal Grants,
- Personnel – Director/AVP, Associate Director, Assistant Dean, Graduate Elevators, TDA Encoder, Admissions Liaison, GSSC Coordinator, Admin Support, Graduate Student Assistants, Graduate Success Consultants
- Financial Considerations – SOAR Grant, \$200k in support, Associate Director, Titan Degree Auditor
- Possible Solutions – Collaboration and sharing of resources from other units

4.4 Strategic Plan Goal Mapping – PRBC Tasks

- Deferred to future meeting

V. Adjournment

- M/S/P Forgues, Yong at 2:32 pm.

FUTURE ITEMS

- 3/8: Greg Saks, VP of University Advancement
- 4/12: Alyssa Adamson, One-time money
- GI2025
- Student Affairs
- Subcommittee on Budget Shortfall update

Respectfully submitted: May Wong