

**DRAFT**

<p><b>PLANNING, RESOURCE AND BUDGET COMMITTEE</b></p> <p><b>Minutes</b></p> <p><b>September 21, 2012</b></p> <p><b>12:30 PM – 2:30 PM</b></p> <p><b>PLS-299</b></p>
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**Attendance**

√	Gary Au		Mildred García	√	Bill Meyer
	Bill Barrett	√	Monica Gonzalez		Steve Murray
	Ann Camp representing President Mildred García	√	Christa Johnson	√	Andrea Patterson
√	John Carroll		Lisa Kirtman	√	Philippe Perebinosoff
	Amir Dabirian	√	Kari Knutson Miller	√	Michael Shafae
√	Paul Deland	√	Amy Mattern	√	Sean Walker
√	Mike DeMars	√	Robert Mead		
	Bernecea Johnson Eanes		Theresa Mendoza		

Guests: Alantara for Eanes, Blumberg, Fontaine, Hidalgo for Dabirian, Jenkins for Barrett, Kopecky for Murray, Song, Wong

**I. Call to Order**

- Chair Mead called the meeting to order at 12:34 pm.

**II. Announcements**

- Chair Mead introduced Andrea Patterson to the Committee
- Chair Mead encouraged members and guests to attend the open forums of the Vice President of Academic Affairs/Provost candidates and provide feedback

**III. Approval of Minutes**

3.1 #1 PRBC September 7, 2012 (Draft)

- M/S/P Deland, Carroll

**IV. Unfinished Business**

4.1 Proposed F12 Schedule

- Deferred to future meeting

**V. New Business**

5.1 Elect Vice-Chair

- M/S/P Knutson Miller, Carroll nominated DeMars to serve as PRBC Vice Chair for AY 12/13 (Vote by acclamation.)

5.2 UPS 100.600 Procedures for the establishment of University Departments – returned unsigned

- Chair Mead requested feedback on the May 15, 2012 memo from Willie Hagan to Jack Bedell regarding ASD 09-58 - Proposals and Procedures for the Establishment of University Departments which was returned “not approved” for further review. Members discussed the minimum number to form a department as a result of the edits in UPS 100.600, Page 1, lines #43-44 “A recommended number is at least six full time tenured/tenure track faculty members.”
- It was suggested to re-submit the document with a recommendation of a minimum of five to establish a department and include verbiage that program discontinuance not included as it is covered in a separate document (UPS 100.610 Program Discontinuance)
- Chair Mead to update the document, circulate to members for review at the October 5<sup>th</sup> PRBC meeting

5.3 Campus Facilities and Beautification Committee Recommendation on Campus Maintenance and Cleanliness

- Chair Mead requested feedback on the May 4, 2012 memo from Laura Lohman, Chair of the Campus Facilities and Beautification Committee to Jack Bedell regarding Recommendation on Campus Maintenance and Cleanliness
- Jenkins mentioned the campus budget cuts will depend on the outcome of the November elections. The budget for deferred maintenance was roughly \$5 million several years ago to \$1 million this fiscal year. Funding priorities will be up to the division heads, PRBC recommendations, and could be included in the Strategic Plan.
- Kopecky added deferred maintenance does not include classrooms (separate issue)

5.4 What do we want in the strategic plan? Preliminary thoughts.

- Chair Mead briefed members and guests on upcoming Strategic Plan activities
  - President Garcia, Co-Chairs Mead and Faust to participate in a conference call with Jolene Koester-Facilitator regarding composition of Strategic Plan Task Force
  - The Facilitator and Planning Committee Task Force will meet various campus groups first week in October with fact finding as the primary purpose. External constituent groups such as alumni, community, city, county, state, and federal have not been involved in the process
  - Campus town hall meeting scheduled for October 12<sup>th</sup>
- Knutson Miller suggested providing some background and an overview of PRBC and campus activities which helped develop and support the strategic plan

**Adjournment**

- M/S/P Deland, Knutson Miller at 1:35 pm.

UPCOMING MEETINGS:  
12:30 – 2:30 PM, PLS-299

**Friday, October 5, 2012**

- Centers and Institutes
  - Visit from Jolene Koester
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Respectfully submitted: May Wong