

**DRAFT**

**PLANNING, RESOURCE AND BUDGET COMMITTEE**  
**Minutes**  
**May 10, 2013**  
**12:30 PM – 2:30 PM**  
**PLS-299**

**Attendance**

√	Gary Au		Mildred García	√	Andrea Patterson
√	Ann Camp representing President Mildred García	√	Stephen Garcia	√	Greg Saks
√	John Carroll		Christa Johnson	√	Michael Shafae
√	José Cruz	√	Lisa Kirtman	√	Sean Walker
√	Amir Dabirian	√	Kari Knutson Miller		Diane Witmer
√	Paul Deland	√	Amy Mattern		
√	Mike DeMars	√	Robert Mead		
√	Berenecea Johnson Eanes	√	Bill Meyer		

Guests: Garcia, Jenkins, Hidalgo, Kopecky, Unterman, Wong

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**I. Call to Order**

- Chair Mead called the meeting to order at 12:36 pm.

**II. Urgent Business**

- None

**III. Announcements**

- Chair Mead made several announcements at the meeting:
  - Congratulations to Knutson Miller and Carroll on their re-election to the Academic Senate
  - Maria Linder as the recipient of the Donald Shields Excellence in Scholarship and Creativity Award
  - Concert Under the Stars event scheduled for Saturday, September 21, 2013. Tables can be purchase but the lawn is free. Event includes food trucks, activities for children, and fireworks.

**IV. Approval of Minutes**

4.1 #12 PRBC Minutes, May 3, 2013 (Draft)

- M/S/P Deland, Dabirian

**V. New Business**

## 5.1 Review of results of May 3 dots exercise

(Results sent via e-mail on May 3)

- Chair Mead reviewed the results from the recent dot exercise and asked for comments from committee members
- General comments:
  - Some overlap between goals/strategies and initiatives
  - Review details of highest priorities items to identify sections to retain
  - Determine priorities before addressing funding (reallocation, loans, fund raising)
  - Some action items are currently underway
  - Priority items may not be possible due to constraints (space allocation)
  - Suggest task force working on initiatives to provide update on progress

## 5.2 Putting together a budget memo

- Chair Mead asked for volunteers to help draft the budget memo to the President  
Sub-committee: Mead, Deland, Walker, Kirtman, Knutson Miller
- Review draft memo at May 17<sup>th</sup> meeting

**VI. Adjournment**

- M/S/P Dabirian, Deland at 2:13 pm.

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

May 17, 2013
• Budget Memo

Respectfully submitted: May Wong