

DRAFT

<p>PLANNING, RESOURCE AND BUDGET COMMITTEE</p> <p>Minutes</p> <p>April 18, 2014</p> <p>12:30 PM – 2:30 PM</p> <p>CP-1060-05</p>
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Attendance

	Hapreet Bath	√	Mike DeMars	√	Kari Knutson Miller
√	Emily Bonney	√	Berenecea Johnson Eanes	√	Amy Mattern
√	Erica Bowers	√	Nancy Fitch	√	Robert Mead
√	Jon Brusckhe		Mildred García	√	Bill Meyer
√	Ann Camp representing President Mildred García		Lori Gentles	√	Andrea Patterson
√	José Cruz		Christa Johnson	√	Greg Saks
√	Amir Dabirian	√	Danny Kim		Michael Shafae
√	Paul De Land		Jonny Leggett		

Guests: Arnold, Balderas, Erickson, Fashing, Fontaine, Lohman, Walker, Wendt, Wong

I. Call to Order

- Chair De Land called the meeting to order at 12:33 pm.

II. Announcements

- Meyer announced Legally Blonde The Musical closes this weekend while And Then There Were None opens this weekend.
- Knutson Miller congratulated Bob Mead for winning this year's Faculty Leadership in Collegial Governance Award

III. Approval of Minutes

3.1 #11 PRBC Minutes, April 11, 2014 (Draft)

- M/S/P Dabirian, Knutson Miller

IV. Old Business

4.1 USPI Subcommittee report – Amir Dabirian

- Dabirian briefed members and guests with an update of the subcommittee work on USPI. Recommendation: Run a Pilot program with a call for proposals in Fall 2014.
- Members requested a written update for review and discussion.

4.2 Prioritizing objectives and strategies for our 2014-15 budget recommendations – a discussion of our dot exercise results (2 attachments)

- Chair De Land presented the results of the 4/11/14 dot exercise as members offered brief comments/updates on G2c, G3a, G1d, G1b, G1e. Dot exercise results document sent in email from Sheretha Benjamin on April 17th.

Description	Red	Yellow	Green	Total (3-2-1)	Total (5-4-3)
G2c (HIP's)	5	3	3	24	46
G3a (Faculty Recruitment-Retention/Diversity Action Plan)	3	5	3	22	44
G2a (Bottleneck Courses)	4	4	1	21	39
G1d (Curricular programs/interdependent global community)	3	2	5	18	38
G1b (Mandatory Advising)	5	0	2	17	31
G1e (Student activities linking degree/career/community)	4	1	3	17	33
G1a (Assessment)	3	2	1	14	26
G2b (Underrepresented student persistence and achievement)	3	1	2	13	25
G4b (Development Infrastructure)	1	4	2	13	27
G4c (External Relationships)	1	2	6	13	31
G3b (Professional development for retention)	1	4	1	12	24
G4a (Development Plan)	1	2	2	9	19
G1c (Unify advising)	0	3	2	8	18
G2d (Accountability metrics for retention/graduation rates)	0	1	1	3	7

4.3 Revision of UPS 100.700

- De Land requested member review and feedback on revised UPS 100.700 (sent via email April 17th). Revisions/amendments hi-lited in yellow.

Initial/Preamble Statement

Institutes and Centers are established in Academic Affairs to enhance scholarly and creative activities, to provide professional development opportunities, to build relationships with industry and the community, to aid in obtaining external support, and to complement the University Mission **and strategic plan**. Institutes and Centers do not offer courses that carry academic credit.

I. Formation of Institutes and Centers

- B. Proposals for the formation of Institutes and Centers are initially reviewed by involved **Department(s)**, Department Chair(s), and College Dean(s) for support. Supported proposals shall then be submitted to the **Office of Academic Programs Director of Assessment and Educational Effectiveness** for review and to ensure that proposals are complete. Completed proposals are then forwarded to the Provost and Vice President for Academic Affairs.

II. Operation

- A. Each Institute and Center shall prepare an annual report, which includes summaries of programmatic activity, fiscal management, and planned projects or major activities anticipated for the upcoming academic year. This annual report shall be submitted to the College Dean(s), **Office of Academic Programs Director of Assessment and Educational Effectiveness**, and Provost and Vice President for Academic Affairs no later than June 30.
- B. Each Institute and Center shall complete a self-study/program review every three years. After review of the self-study/program review and consultation with the Institute in question, the College Dean(s), **Office of Academic Programs Director of Assessment and Educational Effectiveness**, and/or Provost and Vice President for Academic Affairs may make recommendations for continuation, dissolution, or provision of further information.

III. Discontinuation

- A. If an Institute and Center, department chair, or college dean wishes to petition a recommendation for dissolution, this recommendation and petition are forwarded to the **Director of Assessment and Educational Effectiveness Office of Academic Programs** for review **by involved Department(s), Department Chair(s), and College Dean(s)**. All recommendations are then forwarded to the Provost and Vice President for Academic Affairs, **who will consult with Council of Deans and**, who has the final authority in such decisions.

- M/S/P Mead, Knutson Miller adopt revised amendments to UPS 100.700 – Formation, Operation, and Discontinuation of University Institutes and Centers

V. New Business**5.1 Division of Anthropology proposal (3 attachments; time certain: 12:40 pm)**

- Guests Fontaine, Fashing, Erickson, and Wendt provided background and answered questions on the proposed organizational structure of Department of Anthropology to Division of Anthropology with three units: Archaeology, Cultural Anthropology, and Evolutionary Anthropology. Supporting documents: Background on American Anthropology, November 7, 2013, memo from Dr. Cruz to Dr. Walker on Proposed Division of Anthropology, and March 5, 2014 memo from Kristi Kanel to Dr. Walker and Executive Committee. Operating this program will be revenue neutral.
- M/S/P Mead, Dabirian approve Division of Anthropology proposal

5.2 School of Music proposal (3 attachments; time certain: 12:55 pm)

- Guests Arnold and Lohman presented information and addressed questions on the proposal to convert the Department of Music to a School of Music with an emphasis placed on branding and fund raising. Supporting documents: A Proposal to Convert the Department of Music to a School of Music at CSUF and New Program Cost Analysis – Request Date March 19, 2014. College and Department will be responsible for funding the operations and staff.
- M/S/P Fitch, Dabirian approve School of Music proposal

VI. Adjournment

- M/S/P Fitch, Dabirian at 1:59 pm.

Future items:

Discussion of reinvestments in instructional and support infrastructure (see the President's Budget 9/20/13 budget letter and VP Kim's report)

VP Kim and Provost Cruz will present estimates of possible new funding from CO and how the funding will be structured (including discussion of \$50M RFP process)

Cabinet will give an integrated presentation with proposed initiatives and investment areas for 2014-15 per strategic priorities identified by the PRBC

Respectfully submitted: May Wong