

# PLANNING, RESOURCE AND BUDGET COMMITTEE MINUTES

OCTOBER 18, 2024

1:00 PM – 2:30 PM

## ATTENDANCE

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<input type="checkbox"/> Brennan, Catherine	<input checked="" type="checkbox"/> McCullough, Phenicia	<input checked="" type="checkbox"/> Rodriguez, Eric
<input checked="" type="checkbox"/> Bruschke, Jon	<input checked="" type="checkbox"/> Mix, Lisa	<input type="checkbox"/> Shiner, Kimberly
<input type="checkbox"/> Chahyaddie, Cierra	<input type="checkbox"/> Muriel, Christine	<input checked="" type="checkbox"/> Stone, Sam ( <b>chair</b> )
<input checked="" type="checkbox"/> Dabirian, Amir	<input checked="" type="checkbox"/> Newman, Christopher	<input type="checkbox"/> Tran, Linh ( <b>designee</b> )
<input type="checkbox"/> Forgues, David	<input type="checkbox"/> Porter, Alexander	<input checked="" type="checkbox"/> Weismuller, Penny
<input checked="" type="checkbox"/> Graylee, Laleh ( <b>designee</b> )	<input checked="" type="checkbox"/> Praitis, Irena	<input type="checkbox"/> Wilson, Kathryn
<input checked="" type="checkbox"/> Huang, Jidong	<input checked="" type="checkbox"/> Ravela, Oliver	
<input checked="" type="checkbox"/> Jarvis, Matthew	<input type="checkbox"/> Rochon, Ronald	

**Guests: Jason Ono, Linh Tran, Rob Scialdone**

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### I. Call to Order

1.1 Chair Stone called to order at 1:02 PM.

### II. Introductions

2.1 Chair Stone announced there were two new members joining the committee. Penny Weismuller and Christopher Newman. Weismuller and Newman introduced themselves to the committee.

### III. Announcements

3.1 No announcements were made.

### IV. Approval of Minutes

4.1 Minutes 10-04-24

Chair Stone continued with the approval of the meeting minutes from 10-04-24 and opened for comment for any revisions.

M/S/P (Praitis/Mix) the meeting minutes were approved unanimously.

**V. New Business**

## 5.1 UPS Revision Discussion

Chair Stone announced there are three UPS for review:

- UPS 100.620 Review of Administrative Units
- UPS 100.600 Establishment of University Departments
- UPS 100.605 Policy on Administrative Restructuring of Academic Programs

Stone informed the committee that UPS 100.600 and 100.605 were assigned by the Academic Senate. The committee starting by reviewing UPS 100.620.

- Dabirian explained some history of the policy, noting it was before the time of bargaining units. He noted that after bargaining units were implemented, the workload for reviewing administrative units increased too much for prior committees to implement additional review processes. He explained that the current process involves MPP reviews conducted through hierarchy.
- Brusckke invited more consistency of usage and reviewal of older policies.
- Praitis noted the importance of reviewal of the policies that would provide an opportunity for not only accountability but celebration.
- Chair Stone discussed with the committee further their thoughts on the policy, and asked if they would like to update or build features from the policy for PRBC.
  - Dabirian explored how most administrative units already give annual reports and could be submitted instead. He also suggested implementing a periodic reviewal of units in which they could ask each VP if they had something to report on, and recommended consulting the president on proceedings moving forward.
  - Brusckke recommended extracting useful information from the policy that meets PRBC's needs and incorporating into the divisional presentations.
  - Jarvis proposed options: updating, rescinding, taking no action, or adding administrative units to existing Program Performance Reviews (PPR). He also suggested making the policy analogous to the already existing PPR process. Additionally, tying in a faculty member from the reviewal committee to PRBC to represent the report.

Chair Stone informed the committee that the policy is open for editing and feedback and asked Jarvis about speaking with President Rochon regarding potential revisions. Jarvis agreed and suggested as he works with the President on the policy that PRBC can continue to review other UPS documents.

- UPS 100.600 Establishment of University Departments
  - The committee reviewed UPS 100.600. Praitis suggested additional reviewal time for submittal of comments, concerns, and challenges.

- Dabirian suggested inserting graphs, timelines, or tables into the policy for ease of understanding.
- Chair Stone explored the idea of an ad-hoc committee for evaluation of proposals.
- Jarvis noted some considerations to the ad-hoc approach.
- Committee members continued to discuss edits on the UPS including sustainability, program cost analysis, representative faculty, and proposals of new language.

Chair Stone outlined the existing sub-committee can review and propose new build-ins of language.

- UPS 100.605 Policy on Administrative Restructuring of Academic Programs
  - The committee reviewed UPS 100.605 - Policy on Administrative Restructuring of Academic Programs. Committee members made comments and word revisions, reviewed academic versus administrative restructuring, ad-hoc committee structure and PRBC's involvement in an earlier stage of reviewal, and announcements at the campus level at the start of the process. Chair Stone called for any other comment or revision. No further question or comment was stated.

## **VI. Adjournment**

M/S/P (Dabirian/Praitis) Meeting adjourned at 2:23 PM.

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*Respectfully submitted: Stacy Threatt*