**PLANNING, RESOURCE AND BUDGET COMMITTEE**

**Minutes**

**April 20, 2018**

**1:00 PM – 2:30 PM**

**CP-1060-05**

**Attendance**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| √ | Erica Bowers | √ | Sherif Khalifa |  | Greg Saks |
|  | Amir Dabirian | √ | Danny C. Kim | √ | HyeKyeung Seung |
| √ | Peter de Lijser | √ | Kari Knutson Miller | √ | Michael Shafae |
|  | Mike DeMars |  | Stacy Mallicoat | √ | Stephen Stambough |
|  | Berenecea Johnson Eanes | √ | Dave Mickey, Chair |  | Framroze Virjee |
| √ | Eric Endres | √ | Nelson Nagai |  | Meghan Waymire |
|  | David Forgues | √ | Irena Praitis | √ | Emeline Yong |
| √ | Danielle Garcia representing President Framroze Virjee | √ | James Rodriguez |  |  |

Guests: Adamson, Graylee, McDougal, Oliver, Scialdone for Eanes, Swarat, Tadassee for Dabirian, Wong

1. **Call to Order**

* Chair Mickey called to order at 1:00 pm

1. **Announcements**

* Chair Mickey announced a change to the agenda – Guests Oliver and Swarat will present their recommendation/edits to 100.70 – Formation and Review of Campus Centers and Institutes
* Chair announced The British comedy ‘The Importance of Being Ernest’ production begins today (April 20) and runs thru May 6 in the Young Theater

1. **Approval of Minutes**

a. Minutes April 13, 2018 (draft)

* M/S/P Shafae, Yong

1. **New Business**

a. UPS 100.700

* Guests Swarat and Oliver provided a handout with recommendation to amend UPS 100.700 – Formation and Review of Campus Centers and Institutes. PRBC approved the edited version of UPS 100.700 on February 23, 2018 for Academic Senate review. Based on the name and structure changes to the Office of Academic Programs, it was suggested the Office of Academic Programs is referenced in the document. Summary of changes: Page 1-line 20, Page 3-line 93, Page 4-lines 112-113, 125, 126, 132.
* M/S/P Bowers, Rodriguez accept the recommended edits to UPS 100.70

1. **New Business**

b. Do we need to meet on April 27?

* Chair Mickey suggested cancelling the upcoming April 27th PRBC meeting to allow the writing sub-committee draft a recommendation memo for review

1. **Old Business**

a. Memo Writing

* Chair Mickey suggested forming a Writing Sub-Committee to work on the draft of the PRBC Recommendation Memo.
* Subcommittee members: Chair Mickey, VP Kim (technical), Bowers, de Lijser, Mallicoat, Praitis, Shafae
* Chair Mickey shared the Chancellor’s Office Public Affairs document “California State University Will Not Increase Tuition in 2018”
* Anticipate 1%-2% reduction – decisions made at local level (Colleges vs Provost Office)
* Chair Mickey referenced prior year memos from FY 09-10, 14-15, 15-16, 16-17), need to identify areas subject to reductions and what to protect, fill vacancies/reduce by attrition. Members reviewed the list from the prior week:
  1. Reinvesting in Instructional and Support Infrastructure (broadly conceived-focusing on student instruction and support, not just facilities)
  2. Faculty Hiring, Retention, and Tenure Track Density
  3. Core operations critical to advancing our institutional mission
  4. Capital and Facilities Infrastructure Projects – classrooms
  5. Operationalizing the University’s Strategic Plan
  6. Graduation Initiative 2025
  7. Mental Health
  8. Housing
  9. Food for Students: “Pantry”
  10. 1% to 2% reduction: guide to campus. across the board or what should we cut
  11. What is core that we cannot cut?
  12. How to spend one time funding about $~1 mil.
  13. Value Statement
  14. Guide on how to make the cut, on one time funds for next year.
* VP Kim informed members that the Campus Master Plan Open House is scheduled for Thursday, May 3rd from 11:00am-4:00pm at the Clayes Performing Arts Center Lobby. Invitation announcement to the campus will be sent out week of April 23rd.

1. **Adjournment**

* M/S/P Praitis, Tadasse at 2:29 pm

*Future items:*

*Facilities McCarthy progress*

*Friday & Saturday course scheduling - resource ramification*

*Facilities strategic plan*

*UEE*

*Facilities*

*EO 1100 budget impact*

*Physical Campus master plan*

*TA/GA & tuition waivers*

*Graduate studies growth and planning*

*DSS*

Respectfully submitted: May Wong