

Planning and Budgeting Council (PBC) Meeting September 13, 2011 1:30pm -3:30pm AB5 309

Summary

Present: Toll, Blood, Felton, Cordova, Moore for Genson, Roberts, Mamarchev, Snyder, Johnson, Harrison, Jaeger, Henry for Laviolette, McShane, Magiera, Myers, St. Hill, Crawford, Carter

Absent: Brazzeal, Brunner, Kavanagh, Rollo

Welcomes and Background:

Ron welcomed back continuing members of the Council and introduced and recognized new members of the Council, including Doug Harrison, Mitch Cordova, Billy Blood, and Justin Carter. Ron provided some background on what the PBC is and does.

Report of the Council Chair:

Ron provided an overview of events that have transpired since last summer especially funding for the completion of AB8, the acquisition of Degree Works, UBOT approval of our BOG Work Plan Update, and continuing uncertainty surrounding the state budget.

Work Plans for 2011-2012:

Ron indicated that he has already been attending PBC committee meetings to provide each committee with a charge for the coming year. He briefly reviewed for the Council each committee's work for the coming year:

IRC (SP update pg 3 4.1-4.3)- Monitor progress of recommendations dealing with academic support, advising, assessment/accreditation, transcript handling, document imaging, virtualization of student labs, faculty activity tracking, student internship tracking and use of Quality Scorecard for the Administration of Online programs. Report on implementation of career progression practices for IT staff and benchmark results. Keep 5-yr tech plan updated.

Budget (SP update pg 6 3.4)-ongoing budget analyses and modeling; set goals for IT funding based on 5-yr technology plan centrally funded.

ERMC (SP update pg 8- 5.1) – focus on retention and monitor implementation of the ERMC retention action plan.

ESC - monitor the progress of the implementation of the ESC strategic plan.

SPIEC – monitor progress on achievement of SP benchmarks for 11-12 and update actions and benchmarks for 12-13.

Safety and Facilities- oversee completion of updating of campus master plan and space analysis.

QEP Selection Process:

Paul provided a handout and described the QEP and the QEP selection process to the Council. Linda Serro is chairing a group of faculty, students, and staff that will make recommendations to the Provost for a suitable topic. There is a timeline for this with a topic to be chosen next March. The committee will be soliciting ideas through a website that is scheduled to go live on Monday September 19 and to remain open for about a month.

Review of Standing Committee Reports:

Budget

Steve Magiera Co-chair reported the committee has not yet scheduled a meeting for the fall. He detailed the university's three top priorities for the legislative season: 1) FTE funding 2) PECO funding and 3) Matching Gifts funding.

ERMC

Donna Henry Co-chair stated the committee met last week and received its charge from the Provost to focus on increasing student retention this year. She said the committee is working on a retention event to be held in the spring. Also, the ERMC is working with the Registrar to survey students lost through attrition as to why they have left. The ERMC will be presenting the results of a survey it conducted last spring on the current structure of enrollment management to the PBC at its next meeting.

ESC

Lewis Johnson, Co-chair, reported the committee met September 1 and was continuing work on building energy efficiency (Sim Komisar), trail utilization (Sarah Davis), participation in the Presidents' Climate Commitment and STARS tracking, and staying involved with the Campus Master Plan.

IRC

Dave Jaeger Co-Chair said they met last week, received their charge from the Provost, and are particularly focused on document imaging this semester.

SFC

Co-chair Steve Moore provided an update on the progress of the Campus Master Plan. He noted a final review of public entity comments would occur in the near future and then the document would be reviewed by the UBOT at its January meeting. Ruth Rodrigues is continuing to lead the space committee and they are continuing to review campus safety concerns.

SPIEC

Paul reported that the first meeting of the SPIEC is scheduled to occur on September 21. Most of the work of the committee will occur in the spring semester as always.

Next Steps:

Ron noted that the meeting scheduled for September 27 will be cancelled due to scheduling conflicts. The next meeting will occur on October 11.