

**DRAFT**

<p><b>PLANNING, RESOURCE AND BUDGET COMMITTEE</b></p> <p><b>Minutes</b></p> <p><b>May 17, 2013</b></p> <p><b>12:30 PM – 2:30 PM</b></p> <p><b>PLS-299</b></p>
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**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: Bonney, Crew, Jenkins, Kopecky, Song, Tadesse for Dabirian, Unterman, Wong

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**I. Call to Order**

- Chair Mead called the meeting to order at 12:34 pm.

**II. Urgent Business**

- None

**III. Announcements**

- Chair Mead congratulated Walker-Carol Barnes Outstanding Teaching Award and Knutson Miller-Faculty Leadership in Collegial Governance Award recipients
- Guest Crew introduced Tadesse, IT Sr. Director representing Dabirian
- Knutson Miller thanked Chair Mead for his service and leadership this past year

**IV. Approval of Minutes**

4.1 #12 PRBC Minutes, May 10, 2013 (Draft)

- M/S/P Deland, Carroll

**V. Old Business**

5.1 Putting together a budget recommendation memo

*Working draft to be distributed prior to meeting*

- Chair Mead and Sub-Committee members Deland, Walker, Kirtman, Knutson Miller drafted the Budget Recommendation Memo with additional feedback from Dabirian, Cruz and Walker; requested comments from committee members

**General comments:**

- Carroll suggested establishment of University Strategic Planning Initiative (USPI) similar to University Mission & Goals Initiative (UMGI) program, request follow-up reports from prior year's UMGI awardees
- Add comment about reassign time for faculty and staff to allow for professional development and research opportunities
- Add comment on campus impact resulting from the creation of the Division of Human Resources/Diversity and Inclusion (resources and funding)
- Add comment to indicate CSUF is the lowest funded campus in the system; request continued discussions with the Chancellor's Office to increase funding levels

**Action items:**

- M/S/P Carroll, Meyer add Recommendation #6 to the Budget Recommendation Letter: Create/Establish a University Strategic Planning Initiative Grant Program and obtain funding
- M/S/P Meyer, Knutson Miller adopt and edit the current draft of the PRBC Budget Recommendation Letter
- Following meeting, Chair Mead forwarded a revised draft Budget Recommendation Letter with comments discussed at meeting
- Chair Mead will email final draft of the Recommendation Letter for additional comments, revisions, and transmit final version to President

**VI. New Business**

- Chair Mead informed members of possible summer subcommittee to address further developments; requested volunteers (send email to Chair Mead if interested and availability)
- May 24<sup>th</sup> PRBC meeting is cancelled

**VII. Adjournment**

- M/S/P Deland, Kirtman at 2:03 pm.

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

May 24, 2013
<ul style="list-style-type: none"><li>• Not scheduled</li></ul>

Respectfully submitted: May Wong