

DRAFT

<p>PLANNING, RESOURCE AND BUDGET COMMITTEE</p> <p>Minutes</p> <p>November 1, 2013</p> <p>12:30 PM – 2:30 PM</p> <p>PLS-299</p>

Attendance

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

Guests: Blumberg, Garcia, Hidalgo, Kopecky, Mumford, Song, Walker, Wong

I. Call to Order

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

II. Announcements

- Meyer announced Nothing To Do About Nothing performances closes this weekend

III. Approval of Minutes

3.1 #4 PRBC Minutes, October 18, 2013 (Draft)

- M/S/P Gentles, Garcia

IV. New Business

4.1 The Strategic Plan Initiative Discussion: development of guidelines, timelines and accountability metrics (including a review of the UMGI – see <http://www.fullerton.edu/UMGI/>)

- Chair Deland requested member feedback on how to proceed with a successor program to the UMGI as requested in October 25th email with reference to FY 2013-14 Budget Memo from President García and the PRBC Recommendations for AY 13/14 memo
- Discussion topics: Require awardees to present/showcase their program at an Open House or at other campus venue(s); Timeline for programs - same fiscal year with flexibility of allowing multi-year for some programs; Proposed timeline of the initial call for SPI in November 2013 to allow time for funding after budget is finalized
- Subcommittee members: Dabirian, Gentles, Patterson, Meyers to review UMGI program framework for larger group discussion at future meeting(s). Dabirian will schedule initial meeting.

4.2 Post Division Heads Organizational Chart Presentations Discussion – including a brief follow-up discussion lead by each of the division heads on where each sees of their respective units headed.

- Chair Deland invited Division Heads to discuss and share additional thoughts on divisions
- Cruz presented a high level overview of the Division of Academic Affairs departments.
 - Office of AVP of Academic Programs includes a large portfolio - requires additional review and further discussions with various campus groups.
 - Review of Irvine campus, enrollment services unit, private partnerships to increase service learning, performance measurements funding models, general education, online programs, assessment, advisement
- Garcia provided a brief update on the Division of Administration and Finance.
 - Expressed concerns related to office shortages, obsolete classrooms, deferred maintenance with limited funds, replace workforce with the same salaries, sustainability, ASC support, open administrative positions, Irvine and Western School of Law properties, mandated fixed costs such as health care and utilities.
- Gentles offered additional discussions related to the Division of Human Resources, Diversity and Inclusion.
 - Completed first phase of assessment: Align structure to provide customer service and training to campus, collapse units to streamline processes, re-class staff from specialists to generalists
 - Consolidated specific functions performed in Faculty Affairs & Records to HRDI; combined Payroll, Benefits, and Retirement; rebrand University Business Institute (UBI), Human Resources system implementation in 2015-need to backfill SME
 - Review Student Employment Process/Practice and Business Continuity Plan as a result of the reorganization from Division of Administration & Finance
- Chair Deland to set aside time at upcoming November 15 meeting to allow time to complete Division presentations: Camp – President’s Office, Dabirian – IT, Eanes – Student Affairs, and Saks - Advancement

V. Adjournment

- M/S/P Dabirian, Meyer at 2:28 pm.

Future items: See 5.2 above.

November 15

- Updates: Strategic Task Forces/How will the work of the task forces interface with PRBC deliberations?
- FY 2013-14 Budget (PRBC questions are welcome)
- SPI

November 22 – meeting canceled (enjoy your fall break)

December 6

- Discussion of President García's Fiscal State of the University Presentation on November 21
 - Discussion of draft bylaws and PRBC UPS modifications
 - Proposed agenda topics for spring 2014
 - SPI
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Respectfully submitted: May Wong