

**Joint Planning and Budgeting Committee
Meeting Minutes
Thursday, February 15, 2018
8:30 – 10:30 a.m., 220 Seymour**

ATTENDEES:

Voting Members

Mike Andriatch
Joy Bhadury
Davida Bloom
Steven Breslawski
Scott Haines
Jim Haynes
Tom Hernandez
Shanelle Hodge
Josh Johannes
Sara Kelly
Kadathur Lakshmanan
Teresa Major
Jose Maliekal
Brad Menear
Dave Mihalyov
Chantelle Nasri
Summer Reiner
Sandeep Singh

Non-Voting Members

Denise Copelton: Co-Chair
Crystal Hallenbeck
Kathleen Peterson
Karen Riotto
Lou Spiro: Co-Chair

Guests

Mary Covell

REGRETS:

Voting Members

Debbie Jacob
Cherise Oakley
Kathryn Wilson

Non-Voting Members

President Macpherson
Melissa Wight

Approval of December 14, 2017 minutes

Dr. Copelton asked the committee to review the minutes from the December 14, 2017 meeting. With no corrections, Dr. Bhadury motioned the minutes to be approved, Dr. Lakshmanan seconded the motion, and all were in favor so the minutes were approved.

Announcements from the Co-Chairs

The following announcements were made:

- Dr. Copelton expressed her appreciation to the committee for their understanding as we work through our transition and enact our charge.
- Dr. Copelton made the following announcements regarding the Investment Funds:
 - The Investment Fund proposals have been reviewed by the Deans and Vice Presidents and are now ready to be reviewed by the sub-committee.
 - The sub-committee's first meeting will be today where they will discuss their next steps.
 - There were a total of 39 proposals submitted; 20 proposals for the Investment Fund for the Future (IF²) and 19 submitted for the Investment Fund for Core Needs (IFCN).
- Ms. Riotto provided the following updates on the Facilities Alternations and Small Capital Projects process:
 - Typically, there is around \$90,000 a year for these projects.
 - We are currently in the middle of the call process for the 2018-19 requests. The Deans and the Assistant Vice Presidents need to submit their approved proposals and rankings to their Vice President. Vice Presidents have until the end of February to rank all of their areas. During the month of March, the Campus-wide Facilities Planning Committee will be ranking the proposals and making recommendations to the Campus Planning Board. Then the recommendations will be presented to President's Cabinet for their review and approval. Mr. Spiro clarified that the College Planning Board has been eliminated due to redundancy. The rankings and recommendations from the Campus-wide Facilities Planning Committee will be submitted to President's Cabinet for their review and approval.
 - Recently, President's Cabinet reviewed this year's proposals and four out of approximately 16 were funded for a total of \$100,000. The following are the four projects that were funded:
 - Tower/Holley Street signage upgrade - \$10,000
 - New wrestling mats for the wrestling room - \$25,000
 - Upgrade to the foyer in Cooper - \$15,000
 - Seymour College Union technology support upgrade - \$50,000
 - According to the timeline, the 2018-19 projects will receive final approve from the President's Cabinet on March 28th.
 - The call letter states that if a project is submitted and not approved, it will have to be resubmitted in the following year for consideration.

Division Call Letters

A discussion regarding the division call letters occurred. It was indicated that the previously requested reallocation resources and cost savings summary should be included on the presentation template. Members agreed to vote on the call letters with this addition. The following are the voting results of the present voting members for the acceptance of the division call letter:

Approve – 18

Oppose – 0

Abstain – 0

Report from Campus Based Fee Committee

Ms. Riotto presented the report from the Campus-Based Fee Committee. This report can be found on Blackboard. Committee members presented the following concerns during the presentation:

- The concern about instituting a Fine Arts fee will have to be researched and discussed at a later time.
- The programs listed in the report will be defined as hybrid for the proposed changes for fall 2018. For future designated hybrid programs, SUNY policy will be researched and a definition will be created by the Provost with collaboration with College Senate to be voted on at a future Senate meeting.
- Recommendation that the increase in the technology fee from the designated programs in the report be allocated to instructional technology support.

Ms. Riotto reminded the committee that the fee presentations will be Thursday, February 22, 2018 from 8:30-10:30 a.m. All members are invited to attend.

Other Items from the Committee

None at this time.

Next Meeting: March 1, 2018, 8:30 -10:30 a.m.

DC/LS/mw