

**Joint Planning and Budget Committee
Meeting Minutes
Thursday, December 12, 2019
8:30 – 10:30 a.m., 220 Seymour**

ATTENDEES:

Voting Members

Sondra Aman
Mike Andriatch
James Cordeiro
Frances Dearing
Kandie Gay
Scott Haines
Katy Heyning
Jose Maliekal
Summer Reiner
Susan Stites-Doe
Elliot Weininger
Katy Wilson
Jim Zollweg

Non-Voting Members

Denise Copelton: Co-Chair
Crystal Hallenbeck
President Macpherson
Karen Riotto
Melissa Wight

Guests

Steve Cook
Bob Cushman

REGRETS:

Voting Members

Tom Hernandez
Meaghan Irving
Sara Kelly
Pat Maxwell
Dave Mihalyov
Kathy Peterson
Craig Ross
Ed Ryan

Non-Voting Members

Cathy Houston-Wilson
Jim Wall: Co-Chair

The meeting was called to order at 8:32 a.m.

Approval of the Minutes

Dr. Copelton asked the committee to review the minutes from the November 7, 2019 meeting. Ms. Dearing motioned the minutes to be approved, Mr. Haines seconded the motion and all present voting members were in favor except for one abstention. Therefore, the minutes were approved.

Dr. Copelton asked the committee to review the minutes from the November 14, 2019 meeting. Ms. Gay motioned the minutes to be approved, Dr. Stites-Doe seconded the motion and all present voting members were in favor. Therefore, the minutes were approved.

Announcements

Dr. Copelton made the following announcements:

- Meeting invites have been sent for all of the spring meetings. Some agenda items have been set while others are still being determined. Many of the agenda items that will be added are coming out of the budget process. As those items are approved, they will be shared with the committee.
- Dr. Copelton will be on sabbatical for the spring semester. Mr. Wall will be chairing the meetings in the spring. Mr. Wall and Ms. Wight will be preparing the agendas.
- The following committee member positions will be available for open nominations in the spring:
 - Faculty Representative from the School of Education, Health and Human Services
 - Two Professional Staff Representatives
 - OSU Representative

The individuals currently serving in these positions have been notified that their terms of service will be ending at the end of this academic year. These individuals are eligible to self-nominate for a second term. The nomination process will begin in the beginning of the spring semester. There will be a Daily Eagle announcement and the nomination form will be available in March. Forms for individuals to nominate or self-nominate. Mr. Wall, Dr. Copelton, Ms. Riotto and Ms. Wight will review the nominations. A recommendation of appointees will be provided to Senate for approval. The timeline for the approval is early March.

- It has been determined that the development of the Assessment Subcommittee will be delayed due to the need for benchmarking and the work that is involved in the Middle States Study.

Call Letters for Spring 2020 Budget Presentations for DIFR, BASC & BSG

Members reviewed the Call Letters and discussed the following edits:

BSG Letter

- A typo in item “d” will be updated to read “2020-2021” as it currently states “202-210”.
- In the last paragraph on the first page, the sentence “You do not need to bring copies of the presentation to the meeting” will now read “Please do not bring copies of the presentation to the meeting” as we are working to be a sustainable institution and need to encourage faculty, staff and students to do so. This sentence will be underlined as well to call attention to it.

Members agreed to vote to approve the BSG letter and the following are the voting results of the present voting members:

Approve – 13

Not Approve – 0

Abstain – 0

DIFR & BASC Letter

- In the “Presentation Format” section, the sentence “You do not need to bring copies of the presentation to the meeting” will now read “Please do not bring copies of the presentation to the meeting” as we are working to be a sustainable institution and need to encourage faculty and staff to do so. This sentence will be underlined as well to call attention to it.

Members agreed to vote to approve the DIFR & BASC letter and the following are the voting results of the present voting members:

Approve – 13

Not Approve – 0

Abstain – 0

Report on 2018-19 Investment Funds

(Note: PowerPoint Presentation and Report are available on Blackboard.)

Dr. Copelton presented an update on the 2018-19 Investment Funds. Ms. Dearing thanked Dr. Copelton for all of her work on the Investment Fund project. This is will be important to share on the Middle States Study. President Macpherson also thanked Dr. Copelton for all of her work on the Investment Fund project. Dr. Copelton expressed her appreciation to Dr. Sia, as the co-chair he was involved in much of the process and thanked all of the committee members that served on the Investment Fund committee for all of their hard work.

Other Items from the Committee

President Macpherson expressed her gratitude to Dr. Copelton for all of her work as the Co-Chair on the committee and wished her well on her sabbatical in the spring. Members agreed and joined in with their gratitude and well wishes.

The meeting was adjourned at 9:45 a.m.

Next Meeting: February 13, 2020; 8:30-10:30 a.m.

DC/JW/mw