

# Minutes for the Armstrong Faculty Senate Committee for Planning, Budget, and Facilities (PB&F)

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**Date:** Wednesday, August 22, 2012

**Location:** Armstrong Center 222

**Present:**

Carey Adams (Ex officio)	Judith Garrison	Catherine McGowan
Laura Barrett (Ex officio)	Catherine Gilbert	Erik Nordenhaug
David Carson (Ex officio)	Lorrie Hoffman	Bryan Riemann
Elizabeth Desnoyas-Colas	Robert Loyd	Lynn Roberts

**Not Present:**

Keith Betts (Ex officio)	Bill Kelso (Ex officio)	Yassaman Saadatmand (Ex officio)
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Meeting was called to order at 11:00 a.m. by Senate Liaison Erik Nordenhaug.

### **Committee Membership and Leadership**

- The following changes to the PB&F roster (attached) provided by the Faculty Senate were noted and Erik will see that Senate records are updated.
  - Bill Kelso replaces Scott Joyner
  - Lorrie Hoffman is serving the 2<sup>nd</sup> year of her term
- No students have been appointed to fill the student representative positions on this committee.
- Elizabeth Desnoyas-Colas moved to nominate Robert Loyd and Judith Garrison as co-chairs of the committee this year. Motion seconded by Lorrie Hoffman. Motion carried by unanimous approval of all present.

### **Old Business**

- Recommendation #1 from the 2010-2011 Committee Annual report regarding reports from the Chief Financial Officer
  - Motion from Bryan Riemann that the committee accept David Carson's offer to host a lunch meeting in which he can give PB&F committee members an overview of the budget, how the budget is built, including but not limited to the impact of enrollment, and projections. Seconded by Erik Nordenhaug. Unanimously approved by all present.
  - Judith Garrison will solicit information in order to set a meeting time.
  - David Carson will circulate some materials before meeting takes place in order that members can come prepared to make the most of this opportunity.
- Recommendation #2 from the 2010-2011 Committee Annual Report regarding PB&F coordination with Strategic Planning and Resource Council (SPARC)
  - PB&F has a member who is on the council, Lynn Roberts.
- Resolution from the 2010-2011 Committee Annual Report regarding building projects and construction bonds, and information regarding financial obligations affecting student fees and university debt obligations

## PB&F Committee Meeting Minutes, continued

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- David Carson suggested that the PB&F committee include more information regarding facilities in their deliberations and will share results on the facilities survey now being conducted by independent contractor.

### **New Business**

- Communication & Transparency
  - Elizabeth Desnoyas-Colas suggested PB&F explore ways to communicate the work of the committee to the Faculty Senate as well as to the faculty at large.
- Five year trends report on employment at Armstrong
  - Per Faculty Senate Request, PB&F asked David Carson for report on employment trends at Armstrong for administration, faculty and staff over the past 5 years. Report should include (but is not limited to) number of positions and salary expenditures.
  - This request comes from faculty concerns about lack of salary increases.
  - David Carson reminded us that the Board of Regents must approve any salary increases for merit or cost of living. Some schools have used a strategy of “market adjustment” to enact changes in compensation and that may be an option for PB&F to investigate.
- Welcome to Carey Adams
  - Robert Loyd extended the committee warm welcome to Provost Carey Adams
- Future meeting logistics
  - Agreed that agendas would be distributed before future meetings.
  - Judith Garrison will put out a call for agenda items two weeks before meeting.
  - Judith Garrison, Robert Loyd, David Carson and Carey Adams agreed to meet before full committee meetings to develop meaningful agendas.

Respectfully submitted,

Judith Garrison

## PB&F Committee Meeting Minutes, continued

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### Roster of Members for PB&F Committee

Name	Term	College	Department
Elizabeth Desnoyas-Colas, S	2011-2015	CLA	AMT
Judith Garrison	2012-2016	Library	Ref& Instruction
Catherine Gilbert, S	2011-2015	CHP	Nursing
Lorrie Hoffman, S, GF *	2011-2015	CST	Math
Robert Loyd, S	2009-2013	COE	CESE
Catherine McGowan, GF	2010-2014	CST	Chemistry
Erik Nordenhaug, S(Senate Liaison)	2012-2016	CLA	LLP
Bryan Riemann, S, GF	2011-2015	CHP	HSCI
Lynn Roberts	2011-2015	COE	AAED
MacGregor Bailey	2012-13	Undergraduate Student representative	
Prino Jacob	2012-13	Graduate Student representative	
Ex Officio			
Carey Adams	Ongoing	VPAA	
Laura Barrett	Ongoing	Dean	
David Carson	Ongoing	VPFA	
Keith Betts	Ongoing	VPSA	
Bill Kelso	Ongoing	VPEA	
Yassaman Saadatmand	Ongoing	Dept Head	

S: Senate Member GF: Graduate Faculty Status