

August 7, 2013
Minutes
Of The AASU Planning, Budget, and Facilities Senate Committee

Date: August 7, 2013

Location: Gamble 222

8 Members: Judith Garrison, Cathy MacGowan, Jane Wong, Lynn Roberts, Catherine Gilbert, Debra Behringer, Randall Reese, Erik Nordenhaug

6 Ex Officio Members: Yassaman Saadatmand, Laura Barrett, Carey Adams, David Carson, Bill Kelso, Vice President for Student Affairs

Present: Laura Barrett, Randall Reese, Bill Kelso, Debra Behringer, Jane Wong, Cathy MacGowan, Catherin Gilbert, Erik Nordenhaug

Absent: Carey Adams, David Carson, Judith Garrison, Lynn Roberts, V.P. Student Affairs

Guests:

Meeting was called to order by Erik Nordenhaug at 2:00pm

Agenda item 1: Election of committee chair

Discussion: Erik Nordenhaug volunteered to be nominated as chair on the condition that Senator Cathy MacGowan take over his senate liaison duties. Cathy MacGowan accepted the condition. Nordenhaug also informed the group of an email from Judith Garrison who indicated she would be willing to continue as co-chair from last year.

Action: The voting members present elected Erik Nordenhaug as chair, Judith Garrison as co-chair, and recognize Cathy MacGowan as senate liaison.

Agenda item 2: Review of bylaws and consider structural revisions

Discussion: Cathy MacGowan reminded the committee of senate president Baird's announcement from last Spring's senate meeting regarding the overlap of various committee functions and the possibility of restructuring some committees. Nordenhaug indicated that the PBF committee has already three substantive areas to keep up with – planning, budget, and facilities and did not think restructuring this particular committee, either divesting it of certain functions or adding other functions to it would be helpful given its current workload and the relation of these three areas.

Action: No action was taken or recommended.

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Agenda item 3: Old Business of Initiating a Faculty-Driven Planning Proposal for faculty senate consideration.

Discussion: Erik Nordenhaug distributed a “call for faculty planning facilitators” document (see attachment) which outlines a process for the committee to begin collecting faculty planning suggestions. Senators and committee members are asked to gather planning suggestions from faculty in department meetings and submit them to either erik.nordenhaug@armstrong.edu or any PBF committee member by SEPTEMBER 30th. The committee hopes to prepare and propose to the faculty senate by the end of the academic year a Faculty-Driven Planning Report.

Action: The committee set a deadline of September 30th for department level planning suggestions to be submitted so it can begin the work of organizing and structuring the planning initiative.

Agenda item 4: Setting the Times for Future PBF committee meetings

Discussion: Nordenhaug indicated he would attempt to schedule 4 meeting times for the semester via Doodle and that scheduling priority would be given to accommodating the 9 voting members to help ensure quorums are achieved.

Future Agenda items mentioned:

- A. The issue of Summer Fees (particularly for graduate courses)
- B. Budget Questions related to enrollments and other matters

Meeting Adjourned at 2:35pm.

Erik Nordenhaug