PLANNING, RESOURCE AND BUDGET COMMITTEE
Minutes
February 22, 2019
1:00 PM – 2:30 PM
CP-1060-05

Attendance

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<td>Amir Dabirian</td>
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<td>Mikiyong Kim-Goh</td>
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<td>Peter de Lijser</td>
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<td>Stacy Mallicoat, Chair</td>
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<td>Berenecea Johnson Eanes</td>
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<td>Craig McConnell</td>
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<td>David Forgues</td>
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<td>Dave Mickey</td>
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<td>Danielle Garcia</td>
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<td>Nelson Nagai</td>
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<td>Rebecca Hesgard</td>
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<td>Pam Oliver</td>
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<td>Sherif Khalifa</td>
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<td>James Rodriguez</td>
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<td>Danny C. Kim</td>
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I. Call to Order
   • Chair Mallicoat called to order at 1:01 pm.

II. Announcements
   • Chair Mallicoat asked the Student Enrollment Shortfall Work Group to stay following the PRBC meeting for a brief meeting

III. Approval of Minutes
   3.1 Minutes February 1, 2019 (draft)
   • M/S/P McConnell, Yong

IV. New Business
   4.1 Library Update – Emily Bonney, Dean Pollak Library
   • Guest Bonney provided a ‘Pollak Library Update’ powerpoint presentation to cover the following topics:
     - Lots of Good News! – North Tower Refresh: Second, Third, and Fourth Floors
     - One-Stop Shopping for Student Support
     - Coming Soon: Family Study Room, Meditation Space, Re-opened 4<sup>th</sup> & 5<sup>th</sup> floors in the South Tower, Center for Oral and Public History – 6<sup>th</sup> floor South Tower
     - At Your Service – Current employees: 18 full-time Librarians, 30 full-time Staff, 80 Student Employees, and 2 Associate Deans and a Dean
     - 21<sup>st</sup> Century CSUF Library – More than books, Innovation Hub, Student and Faculty make knowledge, New spaces, and New resources with 228 databases and additional electronic resources
     - Key to Student Success and Strategic Plan: Library has a role in the following:
       o Goal 1: Provide a transformative educational experience and environment for students
       o Goal 2: Strengthen opportunities for student completion and graduation
Goal 3: Recruit and retain high-quality and diverse faculty and staff
- WASC core competency of Information Literacy
- Examples of where Library needs help – bar graph comparing campuses:
  - High Student to Librarian Ratio
  - High Students to Staff Ratio
  - High Students to Library Employees Ratio
  - Low Tenure Density
- Must fill positions with TT faculty for Collection Development, Electronic Resources, and Special Collections
- Need new kinds of Librarians – Open educational resources, online/distant education, Student Success, Social Sciences/Government documents, Assessment, Digital literacy
- Need support – Director of Administration, Head of Systems, Programmers, Pay for Faculty
  - Lowest Medium Librarian Salary – bar chart comparing campuses
- Need student employees – HIP affecting 80 students, $200k baseline budget but actual > $500k
- Need consistent support for Library Materials – CO reduce materials in Electronic Common Core, Reliance on one-time money, Reduction in subscriptions increases Interlibrary Loan, Cutting materials affects faculty and students
- Candidates for Cancellation – list of subscriptions
- Recommendations – Adopt realistic material budget, Fund materials centrally, Budget for student employees, Fund Director of Development, 5-year plan to increase % share of university budget from annual baseline
- Baseline Budget – Campus & Library for FY 2002/2003 thru 2018/2019
- University Budget vs Library Budget for FY 2016/2017 – list 9 campuses and identifies percentages

4.2 Deferred Maintenance – Ali Izadian, AVP for Capital Programs and Facilities
- Guest Izadian shared a powerpoint to present the campus ‘Deferred Maintenance Needs’
  - State-Funded Building Age – pie chart of building ages and percentages
  - 2019-20 Deferred Maintenance Crucial Needs - $37m immediate need, $247m expected to be approved Spring 2019 for 23 campuses
  - 2019-20 Priorities – KHS Pool Replacement, Gordon Hall Elevator, Exterior Paint, Carpet Replacement Program-annual, Other Big Ticket Priorities-list and estimated cost
  - 10-Year Deferred Maintenance - $500m in 10 year campus needs, Priorities-list and estimated cost: HVAC infrastructure, Building interiors, Electrical systems, Building exteriors, Fire/Life safety upgrades, Elevator upgrades

4.3 Graduate Studies – Joe Garcia, Interim Director, Office of Graduate Studies
- Guest Garcia offered a powerpoint presentation on the ‘Office of Graduate Studies–Current Resource Needs’. Information reviewed included the following:
  - Overview of Office – Processes, Programs, Personnel, Location
    - Processes – Communication, Study Plans, Grad Checks, Probation/Disqualification, Curriculum, Graduate Studies Telegram
• Programs – Graduate Student Success Center, New Graduate Student Orientation, Gram Slam, Graduate Equity Program, Elevar Scholars Program-SOAR, Giles T. Brown Travel Grants, CDIP, Sally Casanova Pre-Doctoral Scholarship, Chancellor’s Doctoral Incentive Program, Mentoring Program, Federal Grants,
• Personnel – Director/AVP, Associate Director, Assistant Dean, Graduate Elevators, TDA Encoder, Admissions Liaison, GSSC Coordinator, Admin Support, Graduate Student Assistants, Graduate Success Consultants
• Financial Considerations – SOAR Grant, $200k in support, Associate Director, Titan Degree Auditor
• Possible Solutions – Collaboration and sharing of resources from other units

4.4 Strategic Plan Goal Mapping – PRBC Tasks
• Deferred to future meeting

V. Adjournment
• M/S/P Forgues, Yong at 2:32 pm.

FUTURE ITEMS
• 3/8: Greg Saks, VP of University Advancement
• 4/12: Alyssa Adamson, One-time money
• GI2025
• Student Affairs
• Subcommittee on Budget Shortfall update

Respectfully submitted: May Wong