Planning and Budgeting Council (PBC) Meeting January 25, 2011 1:30pm -3:00pm AB5 309

Summary

Present: Toll, Felton, Snyder, Jaeger, Snapp for Johnson, Shepard, Greene, Lindsey, Mamarchev, Rodrigues, Magiera, Kavanagh, Rollo, Brunner, St. Hill, Graziani, Crawford, Mcshane

Absent: Fitch, Genson, Roberts

Report of the Council Chair:

Ron reported on issues of communication of PBC activities to the FGCU community, especially faculty who are sometimes unaware of issues of concern to them that are being addressed by the Council or one of the six Council committees. He mentioned in particular issues of classroom safety that are being reviewed by the Safety and Facilities Committee and enrollment management questions being handled by the ERMC. Ron noted that he has spoken with Faculty Senate leadership to better communicate PBC activities. Ron also reported on the upcoming legislative session and the challenges it poses. Things seem unpredictable at this point.

Approval of Committee Operating Procedures:

Paul moved adoption of committee operating procedures for the ESC, the IRC, and SPIEC. Chuck Lindsey seconded the motion. The procedures were adopted by unanimous vote of the Council and will be posted on the PBC website as appendices to the by-laws. Operating procedures are still needed from the Budget and Safety and Facilities committees.

Review of Work Plan for Spring 2011:

Paul drew the Council’s attention to the strategic plan that was annotated by the Council in the fall to assign responsibility to various VPs and committees to address objectives of the plan for 2010-2011. He noted that additional assignments had been made by PBC Chair Toll to each of the six Council committees at the beginning of the year and that reports would be needed later in the semester to update the strategic plan.

Review of Standing Committee Reports:

Budget

Shawn Felton and Joe Shepard, Co-chairs, reported that the budget committee had invited Dave Jaeger, co-chair of the IRC, to its next meeting to discuss funding for IT. Shawn added that the committee is working on operational guidelines for the committee itself. Joe reported on the state budget situation noting that the legislature is looking at about $2.5 billion in cuts for FY2012. He noted that PECO funding is down to about $100 million for the system for next year which should provide just enough for infrastructure and the new home of CHP. He is not expecting any Courtelis matching funds. He said...
employee pension contributions of up to 20% were also being considered by the legislature. The university is working to secure, through the New Florida initiative, funding for our unfunded enrollment which greatly trails the other universities in the system.

**ERMC**

Marc Laviolette, Co-chair, reported on the following: implementation of the CRM software will be done in phases. The start date will begin sometime in February 2011. Phase 1 – implementation phase and it will take approximately 4 to 6 months. Phase 2 – Performance/Cognos phase and it will take approximately 4 months. Phase 3 – Prospective Student Portal phase. At some point this year, we will also make the decision to purchase (or not purchase) Luminis, the Banner all campus portal. We have a 12 month price commitment for the purchase of this package plus degree works. Demonstrations for both these products will be arranged with the first demo scheduled for February 4th.

Marc also distributed a report on student withdrawals for fall 2010 and discussed some of the reasons with the Council. He also noted plans to bring forward recommendations to the Council on early admission, dual admissions, and the collegiate high school in the near future. Marc also reported on a study of advising that FY advising has been conducting. He hopes to share recs on that with the Council in the near future as well.

**ESC**

Co-chair Annette Snapp noted that the committee cancelled a meeting this week as it is anticipating responses from the VPs concerning actions they are taking or plan to take in response to the ESC’s recommendations last spring.

**IRC**

Dave Jaeger, Committee Co-Chair, noted they are looking at IT business practices for further automation and hope to have a draft report sometime in February. They are also looking at the issue of retention of IT staff.

**SFC**

Co-chair Barrett Genson was not present so Joe Shepard gave an overview of the campus master planning process and Paul distributed a schedule for the completion of the process. Joe noted that the master planning process was designed to be general and flexible, its principal purpose being to project potential community impacts associated with FGCU’s planned growth over the next decade. Consequently, the inclusion of all details is not necessarily appropriate in this document and can always be addressed outside of the process.
SPIEC

Paul Snyder, Co-chair indicated the committee would meet on February 2 and that VP Rollo would attend to discuss progress on those action plans associated with his areas of responsibility as detailed in the SP. Paul added that similar meetings with each of the VPs had been scheduled during the spring. Paul also stated that the IE policy had been signed by President Bradshaw in December. The IE policy had been a recommendation of SPIEC, then the PBC and had followed all steps in the policy development process. The policy will help focus university attention on the issue of continuous improvement which is one of the university’s founding principles. Finally he reported that annual report templates had been disseminated with instructions for all colleges and department heads to complete prospective goals and action plans for possible inclusion in the SP update by the end of February.

Next Steps:

Paul noted that the spring meeting schedule had been posted on the PBC website and the next meeting is planned for February 8, 1:30-3pm in AB5 309. He also reminded committee co-chairs to keep their web pages up to date.