Florida Gulf Coast University

Senate Planning and Budget Advisory Committee

Meeting Minutes: March 18, 2015  Time & Place: 1:00PM to 2:00PM EH 210

Approved 4/15/15

Attending: Halcyon St. Hill, Chair, Jenna Enomoto, Tom Felke, Billy Gunnels, Sue Henshon, Jo Stecher, and Ken Wantanabe

1. Meeting began at 1:00PM

2. Approval of Minutes

   Approval of Minutes for January 15, 2015 and February 18, 2015 were approved.

3. Reports of Standing Committees

   a. Budget: Tom Felke

      There was nothing much to report from the Budget Committee. The committee is in the process of reviewing last year’s requests and gathering information for this year - 2015.

      The next Budget meeting is tomorrow (3/26/) and it is expected that Dave Jaeger from IT will discuss how the student IT funds are allocated/spent.

   b. ERMC: Jo Stecher

      Report about international students, out-of-states applicants, 100 ACE students will start in Summer 2015 with 150 Stop-ahead students.

      Applications from out of state students are up but the yield is generally lower. Legislative changes- Decrease test scores for bright future awards, which is good.

      FTIC is up 16%

      Changes in fees and dollars for dual enrolled students for books. We pay for them. Conversation about who pays for textbook among dual enrollment students ensued.

      Pressure to review distance learning courses but not distance learning programs.
Conversation about Marketing report and the type of students applying to school.

c. ESC – No representative. The following report was submitted by Julie Yazici via e-mail:

**Food Service ITN- Katie Leone & Joe McDonald**

The dining Invitation to Negotiate (ITN) will be issued in June and vendors will submit contracts for review in August.

The sustainability section in the ITN asks vendors to outline how they plan to minimize wastes, maximize local and third-party verified products, engage our campus through outreach and academic partnerships, and meet other operational efficiencies. We are also asking that vendors mention how they will track their sustainability efforts to benchmark for continual improvement and reduce our reporting burden. Committee members gave input regarding sustainability efforts that they would like to see our next vendor accomplish. At this point in time, we are sending out broad language to see how the vendors will respond. Upon receiving the proposals, we will narrow it down to a few finalists. At that time, we can incorporate further details and specifics. Four vendors have already done on-site visits for market research.

**Controlled Burns- Damien Baker, Megan Foster, Joshua Radford, Nathan Reece**

The slides from this presentation accompany these meeting minutes. For this group’s senior legacy project, they would like to assist FGCU in reintroducing controlled burns to our campus. They would also like to help educate campus community members and neighbors about the benefits of controlled burns. Here are the steps they have taken to research the topic to date:

- Researched the history of fires at FGCU
  - 1997 was the last time a controlled burn occurred on campus.
  - Since then, we have been using mechanical removal and turning the waste product into mulch. This is a good practice, but does not replace the benefits that fires bring to our campus’s ecosystems.
  - Wildfires in 2000 and 2011 have come close to FGCU’s campus. Without having a regular controlled burn schedule, these fires are a greater risk to our buildings and property since we have increased fuel loads.
• Looked at best practices and management strategies at other schools such as UCF and UNF that practice controlled burns
• Looked at the Southwest Florida Water Management District’s (SFWMD) policies to ensure compliance
• Met with the local fire fighters
• Explored financial feasibility
• Identified available grants
• Burning could qualify FGCU for mitigation points with the SFWMD since it demonstrates how we are taking steps to maintain preserved lands.
  • Tom mentioned that Mitigation Banks cost $40,000-70,000 apiece if we need to purchase them for development so burning could become a university asset.
• Identified pros and cons to practicing controlled burns
• Identified best practices and ideal timelines for burning as well as processes for engaging stakeholders
• Rhonda recommended that the group reach out to FGCU’s Risk Management and Liability departments to learn if there are any rules and regulations for controlled burns in the Department of Financial Services for the State of Florida’s codes. Florida’s Department of Financial Services is the governing body responsible for assessing risks that can impact state owned property; it is possible that they have existing guidelines applicable to doing controlled burns on state land.
• The next steps will be for the group to submit a formal proposal to the ESC and Safety & Facilities Committees. If both of those groups agree that the proposal should be put into practice, it can move forward to the President’s Cabinet.

**Environmental Sustainability Strategic Plan Update- Rhonda Holtzclaw**
• This is a historic document that we have been charged to update. The first one was written in 2010-11 and the second in 2011-12. The group looked at the Environmental Sustainability Goals from the 2011-12 Environmental Sustainability Strategic Plan. Rhonda received minimal responses from the VPs and it is unclear which goals have been accomplished and which goals need to be reinvigorated. The group worked on identifying which goals have been accomplished based on their personal knowledge and had a robust discussion on how to move forward.
3/17/ 2015: Energy Report was discussed in detail. Comments will be given to Dr. Komisar.

d. IRC – Ken Wantanabe - No new report

e. SFC – Jenna Enomoto

Report from Tom Mayo:

Provost charge to maximize facility utilization. Provost charge has been met; surveys were due at this meeting.

PSCAC reviewed furniture replacement form. All high-priority requests were supported. Team is now evaluating medium and low-priority reports.

f. SPIEC – no representative.

4. Old Business

Reminder that people circulate information to faculty, staff and students.

5. New Business - None

6. Good of the Order – Nothing

7. Next Meeting will be on April 15, 2015 in EH 210