**Administrative Affairs and Budget Committee**

**Meeting Minutes**

**Wednesday, November 17, 2021**

**6:00 p.m.**

**Founders Suite (lounge side), Bone Student Center**

***Call to Order***

***Roll Call***: Winfred Avogo, Deb Garrahy (secretary), Vishal Midha, Kee-Yoon Nahm, Kevin Phares, William Restis, Isabel Samuel, Pete Smudde (chair).

***Absent:*** Sandy Cavi (excused)

***Public Comment (guest sign in with the AABC chair; not more than 10 minutes total)***

***Approval of Minutes***: Approval for 11/3/21. Minutes approved. Garrahy abstained.

***Discussion:***

* ***Updates on subcommittees’ progress & needs***
* P. Smudde reviewed updates made to subcommittee folders
  + AIF start date will be 2/2/22 with Dan Elkins
  + Annual commentary on the President, Provost, and VPs:
    - President Kinzy would like to modify tone and clarity of the language in policies 3.2.15 and 3.2.16, then share the revisions with Senator Horst, who will send to P. Smudde.
    - Last year’s survey instruments will need to be sent to this committee for review per previous discussion in committee. P. Smudde to obtain them from C. Hazelrigg and share with committee members.
* S. Cavi and W. Restis:12/8 Facilities Planning will be providing updated information by Dec. 8.
* No additional information has been provided on RERIP. Will await Executive Committee guidance.
* Policy 7.1.4: P. Smudde reported that Asst. VP of Finance and Comptroller Doug Schnittker said there is no need to revise the policy. P. Smudde will update M. Horst to inform her that this matter and other issues are completed.
* ***Other committee business ­***– None.

***Adjourn***: Meeting adjourned at 6:16 pm

These minutes approved in committee 12/08/2021