**Administrative Affairs and Budget Committee**

**Meeting Minutes Meeting No.1**

**Wednesday, September 13, 2023**

**6:00 P.M.**

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

**Call to Order 6:01PM**

**Roll Call**:

* Blanco Lobo - present
* Hartman - present
* Hopper - present
* Lummis - present
* Mainieri - present
* Schoth - absent
* Tasden - present
* Torry - absent
* *Cavi (VP for Planning and Finance designee) - present*

(Note: quorum is 5 voting members)

One vacant faculty seat

**Order of Business:**

1. Introductions
2. Review committee charge
   * Committee reviewed the committee charge
   * Questions about the charge:
     1. Do we meet each week prior to Senate?
     2. Do we oversee issues in just Academic Affairs division or others as well?
3. Review Issues Pending List/Executive Committee memo about year’s priorities
   * Committee chair reviewed how the Issues Pending List is populated
   * Committee chair explained the flow of actions between the Senate Executive Committee and the AABC
4. Proposed items for Fall committee work
   * 9/27 – Issues Pending Items #5 & 6 Operating and Capital Budgets Presentation
     1. Preparation for meeting will be to review presentation documents and come with questions for presenters
     2. Meeting will be help jointly with the Planning & Finance Committee
   * Remaining meetings (10/11, 10/25, 11/8, 12/6), depending on when items come back to the committee
     1. Issues Pending Item #8 COE Dean Review Form (waiting for response from COE Council)
     2. Issues Pending Item #7 Last year’s and this year’s Athletics Budgets (waiting on arrival from Athletics)
        1. Committee decided to invite Interim Athletics Director Jeri Beggs to attend an upcoming meeting when these budgets are ready to provide context and answer committee questions
     3. Issues Pending Item #11 This year’s Academic Facilities Priority Report (expected arrival in September)
     4. Issues Pending Item #12 Fall Break and Mental Health
        1. This item was not started during last year, beyond initial AABC committee discussions in the last meeting of the year
        2. Committee discussed possible units and people on campus that may be important to hear from including Student Affairs (Danielle Miller-Schuster), mental health experts on campus, the Provost Office (Amy Hurd), and RSOs on campus focused on mental health
        3. Committee decided to start with pulling Senate minutes and news articles from the time when the October Fall Break was done away with in the 1990s
   * Status Update: Issues Pending Items #13-16 Group of policies related to administrative selection, responsibilities, and evaluations ([3.2.16](https://policy.illinoisstate.edu/employee/faculty-staff/3-2-16/), [3.3.6](https://policy.illinoisstate.edu/employee/faculty/3-3-6/), [3.2.15](https://policy.illinoisstate.edu/employee/faculty-staff/3-2-15/), [3.2.13](https://policy.illinoisstate.edu/employee/faculty-staff/3-2-13/))
     1. Policies currently with the Provost Office for review then will go to the Interim President for input

Motion to adjourn: Blanco Lobo

Second: Hartman

Adjourned at 6:38pm

**Adjourn**