**Administrative Affairs and Budget Committee**

**Meeting Minutes**

**Wednesday, March 2, 2022**

**6:00 p.m.**

**Founders Suite, Bone Student Center**

***Call to Order*** -- 6 p.m.

***Roll Call*** P. Smudde, S. Cavi, K. Phares, W. Restis, I. Samuel, D. Garrahy, W. Avogo, Vishal Midha

***Public Comment (guest sign in with the AABC chair; not more than 10 minutes total):*** *No Public Comments*

***Approval of Minutes***: 2/16/22

W. Avogo/ W. Restis: Second/ I. Samuel & V. Midha – abstained

\* Minutes approved

***Discussion:***

* ***Discussion with Mike Gebeke, associate VP of facility management, planning & operation; and Amy Hurd, associate VP for undergraduate education, about revising Policies 6.1.3 and 6.2.3.***
* Meeting requirements of Governor COVID requirements
  + - Did not change use of space, but required to verify space and 6 ft circles
    - 700 classroom spaces/ labs on campus had to be evaluated for COVID specifications
  + **Space Planning Committee (Policy 6.1.3)–** currently is the President’s Cabinet
    - Mike would like it to be approved by the President, Chaired by the Provost, run by Facilities Planning
    - Name clarification of this specific committee
    - Final approval through the President
    - M. Gebeke could have wording changes to P. Smudde by next week (3/7/22)
  + **Policy 6.2.3** – Not changes needed in this policy per M. Gebeke.
* ***Subcommittee updates***
  + ***Pete:*** *Mentioned awaiting the final calendar document with the addition of Juneteenth and Election Day for us to review, discuss, and vote.*
  + ***Winfred and Kee-Yoon:***  *As the subcommittee on the AIF report, they are to draft report on presentation on the AIF by Dan Elkins from 2/16/22. All committee members are to review and note matters that stand out.*
  + ***President feedback surveys:*** *We discussed the data, context of the surveys, and an approach for writing the committee’s summary of the findings.*
* ***Other AABC business***

***Adjourn*** -- 6:54 p.m.