**Planning and Finance Committee Meeting Minutes**

**Wednesday, November 3, 2021**

**6:00 P.M.**

**Minutes**

* **Meeting called to order: 6:00**
* **Role**
	+ Present: Becky Beucher, Scott Seeman, Angela Bonnell, Martha Horst, Laura Vogel, Sarah DeNeve, Grant Chassy, Livi Swiech, Hannah Rademaker, Stuart Palmer, Amanda Hendrix, Rick Valentin
	+ Absent: Amelia Noel-Elkins, David Marx, Hannah Hogue, Wendy Bates, Dan Elkins
	+ Guest: Troy Hinkle (substitute for Amelia Noel-Elkins)
* No public comment
* Approved minutes from 10/20
* Suggested changes to leave of absence policy 3.1.11
	+ Explanation for why employees get limited bereavement, but students don’t: faculty has absences via other mechanisms
	+ If employee shares children with ex-spouse, ex-civil union, ex-domestic partner, etc., can take bereavement up to three days leave if ex-partner were to pass away
	+ Added language regarding volunteer worker
	+ Military service programs separated to new policy 3.1.50, asked to review once more, then separate
	+ Motioned to move to executive committee, approved
* Reviewed suggested changes to ISU domestic partner benefits policy 3.1.13
	+ Sub 2 suggested for each ‘act’ to be linked to a specific policy to be added as a link so policy could be found more easily (“please refer to…”)
	+ Change to “wellness participation” instead of “program”
	+ Went over minute changes
	+ Suggested to remove 3.1.13a, deliberation over if necessary
* Reviewed academic facility priority report
	+ Fiscal year ’21 approved list on page 2 of report (Table 1)
	+ Fiscal year ’22 approved list on page 3 of report (Table 2)
	+ Question concerning engineering report budget, believed that it would be self-funded
	+ Question concerning prioritization of projects
		- Specifically regarding DeGarmo repairs, understood that these were approved during the Board of Trustees Meeting
	+ Question regarding how do the different people’s lists connected and coordinated and how are they separated
	+ Request: fix table 3 to include dollar amount
* Adjourned to Sub Committees
* Sub Committee 1:
	+ 3.2.10
		- Considered adding a process for stripping the title of emeritus from retired faculty
		- Discussed some national cases where the title of emeritus was stripped from retired faculty
		- Examined sample language from other Universities that detailed how such titles are revoked
* Sub Committee 2:
	+ Policy 3.4.7 suggestions from VP Bonneville
		- Add 3.6.27 to include Civil Service Personnel
		- Change language regarding to legal framework and grammar
		- Clarification that faculty should only be assigned work outside of their normal proceedings
		- Add overload form and statement on salary
		- Changes related to those granting the request
		- Clarifying language to primary position supervisor
		- Update language on Civil Service Personnel
		- Moved to agenda for full committee
	+ Reviewed response for 4.1.16 from James Pancrazio
		- Senator Vogel suggested contacting Dan Taube before being sent to full committee or removing it as it might not be a necessary senate policy
	+ Policy 7.1.10
		- Haven’t heard back yet, will move to next meeting
* **Meeting Adjourned to meet in subcommittees at 6:24, officially adjourned at 6:41**

Respectfully Submitted