**Planning & Finance Committee Meeting Minutes**

**March 28, 2018**

Present: Bates, Chan, Crowley, Glascock, Kalter, Lacy, Lewis, Mainieri, Martinez, Marx, Nikolaou, Noel-Elkins, Pryhuber, Roberts, Rubio

Not Present: Hendrix, Meyer (sabbatical), Schaab (not attending meetings), Standridge

* Meeting purpose: Continue work on report
* Foundation policy review
  + Marx comments
    - Constitution not listed on Foundation website
    - Question about ‘integrity of the donor’ wording change to ‘intent of the donor’s gift and the integrity of the agreement’
    - Including voucher procedures info in policy necessary?
      * Kalter – policies and procedures do tend to be combined
    - Seems short
  + Kalter – It’s an independent organization so that may be the reason it’s short.
  + Marx – but is there no other info about the relationship between foundation and ISU that we may need to include
  + Kalter – may want to add info in about the Foundation board
  + Editorial – close parentheses first paragraph, move (“Foundation”) up to first paragraph, eliminate word ‘general’
* Motion from Senator Crowley
  + Discussion
    - Noel-Elkins – any conversation about the timeline
    - Glascock – could we be talking about more than one issue at a time so issues instead of issue throughout document
    - Question regarding needing to close out one issue before moving on to another
      * Won’t be moving on to a different subject until committee is in final stages of drafting the report on that set of issues
      * Committee member will draft a statement/report for review by the committee
    - Confusion over desired outcome: progressively adding to report as we go or multiple reports as we go
    - Desire for more continuity from year to year and allows units to actually incorporate the suggestions into their actions
    - Reports would be sent to Exec then Senate then to admin once approved
    - Martinez – concern over each mini report going through Senate as opposed to for internal management and memory for the committee
    - Pryhuber – incremental reports provide more focused data, can still have end of year summary report
    - Noel Elkins – allows me as an administrator be more involved in the process and more able to act upon
    - Kalter – can’t remove the Senate approval piece
    - Noel Elkins – administrators could ask for committee to re-analyze at an item because context have changed enough to warrant reconsideration
    - Reasonable response time from Noel Elkins – month
    - Kalter – Senate clerk can help track response time
  + Noel Elkins call to question
  + Second Roberts
  + No nays
  + Passed
* 2017-2018 Report – Review of institutional priorities ballot results
  + Marx: Any items that needed clarification?
    - Glascock – Was there a market research report on the engineering program? (Marx, Lacy respond) – yes, it was conducted by EAB in the Fall 0f 2017
    - Noel Elkins – More explanation of multimodal technology center for honors and upper level students (Kalter respond)
  + Discussion of cut off score for inclusion in report (2 items that are different between the two lists are highlighted)
    - Items with 10 or above in the first two columns
      * Finance plan without state support
      * Faculty salaries
      * GA stipends
      * Fine Arts complex
      * Financial aid for students
      * Nursing building
      * Enabling more students to enter majors they desire
      * Engineering program
      * Support for interdisciplinary programs
    - Items with 10 or above in weighted score
      * Finance plan without state support
      * Fine Arts complex
      * Faculty salaries
      * Enabling more students to enter majors they desire
      * Financial aid for students
      * Engineering program
      * Nursing building
      * Classrooms for contemporary learning
      * GA stipends

Minutes approved by committee: 04/11/2018