**Planning and Finance Committee Meeting Agenda- Minutes**

**Wednesday, September 13th, 2023**

**6:00 P.M.**

**Spotlight Room**

**Call to Order**

**Roll Call**

**Present- All Present**Lea Cline**,** Jeff Helms**,** Paige Hofstetter**,** Jimmy Holmes**,** Vishal Midha**,** Nathaniel Nepomuceno**,** Carl Palmer**,** Zach Roy**,** Rick Valentin**,** Wendy Bates**,** Dan Elkins**,** Amanda Hendrix

**Absent- None**

**Public Comment**

* **None**

**Chairperson’s Remarks**

* **Senator Valentin-** Welcome everyone, we do not have any public comment, first order of business, we want to ensure that everyone received the email last Friday.
	+ Today we will be reviewing the pending list, the committees’ functions, and general business.
	+ Using teams, we will be going over the agenda, instead of using the screen. There is the Planning and Finance 2023 document, which has the issues pending for the year.

**Order of Business:**

1. Status updates on Issues Pending List
	* **Senator Valentin**- The first issue pending is to review the committee’s function.
		1. Under the document is a section which outlines the committees’ functions.
		2. The overall roles are as follows. To follow the academic senates procedures, which includes taking detailed minutes as outlined in the open meetings act. Minutes will be sent out after the end of the meeting and approved at the next meeting.
		3. The next duty is to make recommendations to the academic senate regarding new or modified recommendations for institutional goals, priorities, and to forward them in a report for Academic Senate approval by the first April meeting each year.
		4. Additionally, P&F is to create suggestions for the executive committee.
		5. Additionally, the committee will coordinate the strategic plan, where Senator Valentin will coordinate speakers in order to organize issues regarding the strategic plan and steering committee.
		6. Additionally, the committee will review financial and planning issues, specifically at the next meeting where there will be a presentation on the budget. The presentation will be on the same day as when the senate gets the budget presentation.
		7. The committee will also review overall university plans and meet with the president regarding them. While also performing other tasks assigned by the exec committee

**Memo From Exec:**

* Items that should be expedited are the revised review of the university mission statements created by the strategic planning task force.
	+ Review further strategic planning task force issues, such as the goals and values
* Items that are in process, such as policies in the priorities list,
	+ Unmanned aircraft item
		- Previously sent back from the committee with suggested revisions
			* Look at it later in the year.
* 5.1.1 Concealed carry and prohibited weapons.
* Tobacco and Smoking policy
	+ Has not been reviewed before and needs to be done by Jan 25th.
* University violence policy
	+ Must be run by the general council then brought back to the committee.
* Review of the capital budget
	+ Will be given a presentation next meeting with a copy of the budget.

**Priorities Report Discussion:**

* **Senator Valentin**: We will be getting a copy of the academic senate priorities report in the next meeting.
	+ Follow up on 2022-23 priority report- Pedestrian safety.
		- Review progress on the current state
			* To see progress, after talking with Ryan with the town of normal, a traffic and safety survey was given funding after the receival of a state grant.
				+ A year and a half study done by the town of normal.
* Possibility of selecting another topic for a priority brief.
	+ Once the new year hits there will be meetings with stake holders on topics in fall and spring which will be compiled at the end of the year.
* General discussion on the possibility of a new brief this year.
	+ Discussion on an Emergency Weather Brief
	+ **Senator Cline:**
		- The issue of notifications for emergency weather notifications could be a possibility with how animated people were over the topic in the last meeting.
	+ **Senator Valentin:**
		- People seemed interested in it, due to a lack of information in the past.
* **Senator Helms:**
	+ The idea is that with winter weather people are kept in the known, while with other issues things are more up to the faculty.
* **Senator Cline:**
	+ Exec talked about the issue; it is a law thing which has certain requirements. The greater implications are when faculty give leeway to students and when they do not. A faculty member has no guidance on accommodations for topics that are not currently outlined in policy.
		- A lack of transparency about when notifications happen and what they are.
* **Senator Valentin:**
	+ Might be useful when in fall when more if the issues come up, these problems keep happening, and it is additionally, a facilities issue with heating and cooling in buildings.
	+ These issues require long-term planning as the weather starts to become more sporadic.
	+ Might become a problem in the future, specifically with extreme heat.
	+ As a long-term planning issue, the implications of changing weather patterns should be taken into consideration from a facilities perspective. Specifically, what are the long-term planning implications.
* Discussion about different Possible Briefs
	+ **Senator Valentin**-
		- The goal is to discuss the topics for long term planning, not specific incidents that have happened recently.
	+ **Senator Holmes**-
		- A topic that we discussed in student caucus was AI, which has been very scary. How should the university wade through the issue?
	+ **Senator Valentin-**
		- I would be interested in that because of my background, a lot of the scary talk creates an interest in exploring the long-term implications.
	+ **Senator Cline**-
		- Roy Magnuson is exploring the topic which makes it good to explore.
	+ **Senator Valentin**-
		- Getting Roy and other groups such as proved in to discuss the topic of chatGPT could help. Or get an external figure in who does research on large language models.
			* Different perspectives on the issue and figuring out how to focus on its long term.
* **Senator Cline**-
	+ Prefers the AI topic to the topic on weather.
* **Senator Valentin-**
	+ Feels that facilities are an important topic regarding the weather due to a lack of continuous temperature control.
	+ All other buildings on campus are based on seasons which is becoming a problem and needs planning on the topic as it becomes more of an issue in the future.
* **Senator Bates-**
	+ They are studying this topic with the new facilities, and they are working on trying to fix the issue, but it continues to be an issue as swapping the temp in buildings is a weeklong process.
* **Senator Valentin-**
	+ Becomes an issue every year which requires discussion on HVAC systems to students and new faculty.
* **Senator Valentin-**
	+ Locking down schedule on the strategic plan discussions, which will let us know how much space we have for further discussions not currently planned.
	+ A new topic will allow us to look more at actual planning through a priority topic.
	+ Anything else on the topic?

**Member Introductions**

* **Senator Valentin-**
	+ Professor in Creative Technologies, focusing on music, states that creative tech is looking to become a school, which is up in front of the Illinois Board of Higher Education soon. Third year on this committee, 2nd year chairing
* **Senator Palmer-**
	+ Associate Professor in Politics and Government, ran after being asked by the former chair.
* **Senator Holmes-**
	+ Senior Political Science and Legal Studies major, 2nd year in the Senate and on the committee, also a student manager in the Bone
* **Senator Midha-**
	+ A Professor of Information Systems in the College of Business, has spent 5 years in the Senate, started on this committee 5 years ago and is now coming back. Hopeful for a good year, teaches in info systems, specifically forensic analytics detecting fraud in numbers.
* **Senator Nepomuceno**-
	+ Senior International Business- College of Business senator, first year in Senate and the committee, missed first meeting due to covid.
* **Senator Helms-**
	+ Biological Sciences, AP rep, year 2 senator
* **Senator Hendrix**-
	+ Director of the University Budget Office, Finance and Planning, non-voting, 6 years on committee.
* **Senator Bates-**
	+ Assistant VP for Business Operations, Student Affairs, non-voting
* **Senator Cline**-
	+ Professor of Art History who specializes in the romans, 4th year on senate, previously chaired the Academic Affairs Committee.
* **Senator Elkins-**
	+ Associate Vice President for Academic Fiscal Management, non-voting, professor in school of rec, back in late 2000 was a faculty member senator and was on this committee as a faculty member, 5th year.
* **Senator Hofstetter-**
	+ Junior Political Science major, 2nd year in Senate and first year in this committee
* **Senator Roy-**
	+ Political Science major- Senior, first year as a senator and on this committee.

**Adjournment- Senator Valentin**

**Motion to adjourn-**

**At 6:36pm**

**Adjourn**