

Senate Budget & Planning Council
Minutes for October 13, 2015
UC 325

Members present: J. Matthew, H. Wilder, J. Lee, L. Mathew, J. Pinkston,
Absent: J. Mohlman, S. Bolyai,
Guest: P. Winslow

Meeting convened: 10:10 am

- The upcoming info-session for the Chairs' Council was discussed. P. Winslow shared slides that she will present. J. Lee will work with the co-chairs of the Chairs' Council to set up something during their December meeting – possibly for the second week in December (9th or 10th).
- P. Winslow will contact Richard Stomber about also presenting, as it appears that a process for submitting proposals for small capital projects (funded with internal funding) is being developed and may follow a similar bottom-up, transparent process as that used for operating budget proposals. H. Wilder will draft a short intro PowerPoint in order to make sure academic chairs and program directors understand the difference between operating budget and (internal) capital funding at WP.
- J. Pinkston asked about the inclusion of professional staff (who are AFT members) in the info-session. It was agreed that any professional staff member who is responsible for submitting operating or capital funding requests should be invited. In many cases, they will be included with academic chairs, but for those not directly housed in an academic college, J. Pinkston will forward the email invitation once the date, etc. of the info-session is set.
- It was agreed that we do not need to meet in November, as we will be part of the December info-session, and that the next meeting (at the beginning of the spring semester) will look at progress made by Institutional Advancement. J. Lee will invite P. Ferguson to that meeting.
- J. Lee mentioned that Mahmoud Watad has volunteered to be the council representative from the College of Business, but has to first be approved by the Faculty Senate.

Meeting adjourned: 10:50 am
H. Wilder, Minute taker