

Space & Equipment Budget Subcommittee
Friday, January 16, 2018
3:00 p.m. – 5:00 p.m.
Barge 410
MINUTES

Ex-Officio Voting Member(s) Present: Andreas Bohman, Bill Provaznik, Gayla Stoner, Greg Paveza, Levente Fabry-Asztalos, Sathy Rajendran, Shane Scott, Tim Englund, Todd Shiver

Ex-Officio Non-Voting Member(s) Present: Doug Ryder, Academic Space Expert

Absent:

AGENDA

Action Item- Approval of January 5, 2018 Minutes

G. Paveza motioned to approve the January 5, 2018 minutes, T. Englund seconded. Motion carried.

Action Item- Instructional Equipment

The subcommittee recommended to allocate the instructional equipment FY18 fund across the colleges according to their RCM percentage for proposals submitted, in conjunction with the purchases vetted and approved by the Space and Equipment Subcommittee.

Allocation:

RCM Equipment Fund				
	College of Arts & Humanities	College of Education & Prof Studies	College of Business	College of the Sciences
FY18 RCM percentages	20.5063%	28.0743%	13.3969%	38.0224%
Prorated percentages	23.6785%	32.4173%	0.0000%	43.9042%
Portion of \$500,000	\$118,392.66	\$162,086.27	\$0.00	\$219,521.06

Breakdown discussion of the process for vetting and distribution:

1. Once the RCM percentage is allocated, the colleges will be notified of the monetary amount they will receive from the instructional equipment fund.
2. The colleges will then revise/resubmit their prioritized equipment list, signed by the Dean and the Chair of the college's budget committee, for approval to the Space and Equipment Budget Subcommittee.

3. The subcommittee will vet each line of the colleges revised/resubmitted prioritized equipment list.

S. Scott motioned to approve, and L. Fabry-Asztalos seconded. Motion carried, and will be sent to the Budget Executive Committee.

Informational Item - Academic Space Requests

The subcommittee decided to pilot the Space Release and Space Request forms with Paul Ballard and the College of Education and Professional Studies. In addition, the group discussed ways to incentivize space efficiency. S. Scott will share color-coded floor plan in the next meeting.

Informational Item – Recommendations to B.E.C.

The subcommittee will have recommendations ready by March 1st for the Budget Executive Committee.

Meeting adjourned at 4:28 p.m.

Next Meeting: January 30, 3:00 – 5:00 p.m., Barge 410