

## Strategic Resource Planning Committee

### Meeting Minutes

9:00 to 10:30 a.m.

Friday, February 22

Solano Hall 2175

**Members Present:** Interim Provost Elizabeth Say, Vice President Richard Yao, Vice President Nichole Ipach, Virgil Adams, Marie Francois, Jeanne Grier, Dianne Wei, Tara Hughes, Marco Cuevas

**Members Absent:** Vice President Ysabel Trinidad, Genevieve Evans Taylor, Brenda Sanchez

**Support Staff:** Judy Frazier, Teresa Montoya-Morua

**Guests:** Laurie Nichols, Dusty Russell, Blake Buller, Kirk England, Jennifer Moss, Don Ogata, MyVan McLay

### Call to Order

The meeting was called to order by Interim Provost Elizabeth Say at 9:09 a.m. Reference information is available online on the Strategic Resource Planning webpage: (<https://www.csuci.edu/strategic-resource-planning/committee-meetings.htm>).

#### 1. Welcome

Interim Provost Say welcomed the Committee and asked for an introduction of present members, support staff, and guests.

#### 2. Review of the FY 19/20 Cycle Timeline

Vice President Yao provided an overview of the proposed timeline created in collaboration with the Strategic Initiatives Implementation Committee (SIIT). In order to meet the deadline, each division should determine their area's proposal(s) and submit to their respective vice president before May 31. He added that each area should design their own internal process and timeline. Once received by the Vice President, they will put their division's proposal(s) forward to the Strategic Resource Planning Committee (SRPC) at the end of August. Vice President Yao encouraged cross-divisional collaborations, involvement from student government, and proposals that align with each division's strategic mission and GI 2025.

#### 3. Finalize FY 19/20 Proposal Packet Materials

Vice President Yao mentioned the cooperative effort from the Strategic Initiatives Implementation Committee (SIIT) in creating the packet materials. A discussion took place on the proposal packet materials, including the proposal form, scoring rubric (with suggestions from Professor/Faculty Representative Grier), and the budget detail form. Interim Associate Vice President Nichols provided an overview of the annual project report and expectations. She mentioned that the Strategic Initiative projects funded during FY 18/19 are due in January 2020 and FY 19/20 in November 2020. The Committee agreed to add an instructional memo to the materials and a continued effort to refine the process.

Interim Provost Say closed the meeting and extended her appreciation to those who attended. There being no further questions, the meeting adjourned at 10:10 a.m.