

BUDGET & FACILITIES COMMITTEE

September 17, 2018

(MH 102, Battle Mountain)

Attending:

Robert Hannu (chair), Danny Gonzales, Dwaine Hiles, Jill Chambliss, John Rice, Norm Whittaker, Sharon Sutherland

Absent:

Tony Cortes, Sonja Sibert (ex-officio)

- Attendance and Future Meetings
 - o A discussion was held about additional committee meetings being held outside of the equipment allocation meetings, including meetings during Spring Semester

- Discussion of Committee Mission
 - o There was a discussion of the how the committee could become more relevant in decision making for areas of responsibility defined in the mission. It was suggested that the mission be modified to specifically state that the goal of the committee is to provide linkage between the Faculty and Staff (by way of Faculty Senate) and College Administration, particularly in the areas of the budget and proposed facility projects.

- Amendment of Committee guidelines and equipment request timeline
 - o Robert Hannu explained the reasoning behind the modification of the due date for the equipment requests, based mainly on comments related to the difficulty of obtaining quotations and submitting the requests during the first month of Fall Semester classes. In addition, wording was added to more proactively involve the requesting departments in the decision process by inviting them to the meetings where the funds are allocated. The proposed changes were approved.

- Other Issues
 - o Jill Chambiss brought up the issue of new computer stations for their lobby area in Battle Mountain and the possibility to get additional matching computer desks for their lab.
 - o There was also some discussion about having a suggested vendor list for items like furniture and the development of a surplus equipment and fixtures list that could be reviewed before requests for new purchases are submitted.