



AY2024-2025 Budget and Planning Committee Minutes

Thursday, March 20, 2025

10:00-11:30 AM

BDC 134A-Conference Room

Present: D. Wu (chair), R. Dugan, K. Susa, A. Grombly, M. Gutierrez de Jesus (on zoom), I. Pesco (on zoom), L. Hernandez, N. Hayes (ex-officio, non-voting) J. Rodriguez (ex-officio, non-voting, on zoom), M. Danforth (ex-officio, non-voting)

1) Call to order

2) Approval of Agenda

1. A. Grombly moves to approve, L. Hernandez seconds, all in favor

3) Approval of Minutes

1. Meeting Minutes of 03.06.2025
 - a. Made corrections. A. Grombly moves to approve, R. Dugan seconds, all in favor
2. Meeting Minutes of 02.20.2025
 - a. Made corrections. A. Grombly moves to approve L. Hernandez seconds, all in favor

4) Introductions / Announcements

1. Changes to Spring 2026 academic calendar
 - a. CO caught an error in the calendar – we did not count Commencement as a workday.
 - b. Senate EC decided to prepare a resolution and bring it to Senate directly
 - c. BPC needs to remember that next time we prepare the calendar, Commencement counts as a workday even if it is on a Saturday or Sunday.
2. Provost Update
 - a. Academic Affairs Town Hall meeting this past Monday. Well attended both in person and zoom.
 - b. There will another Academic Affairs Town Hall on April 4 – it will be focused on lecturers.
 - c. AVP Boschini and College Deans are working with the department chairs on guidance for faculty notifications of work and order of assignment.
 - (1) Notifications to lecturers with entitlements will come from the respective college Dean and AVP Boschini. If this occurs, Dr. Rodriguez will also be in touch with the lecturer as well.
 - d. A&H Dean search – zooms are set up with the semifinalists this week. Finalists' visits to campus will be in the first week of April

3. Spring Budget Forum
 - a. D. Wu will have M. Danforth come up with him to open the forum
 - b. N. Hayes went through the slides that will be presented at the Spring Budget forum on Monday, March 24.
 - c. The group asked questions, discussed the slides, and suggested some changes
 - d. N. Hayes will go back and share the feedback with Dr. Watson.
 - e. The group appreciated the level of depth and transparency being shared

5) Old Business (Time Certain 10:30 am)

1. 2024-2025 26 Class Cancellation Guidelines
 - a. AAC is also looking at the class cancellation guidelines as well. There is no consistent policy among the colleges right now.
 - b. R. Dugan shared that she has colleagues who have had specialized courses cancelled due to low enrollment. Since the classes aren't offered, students don't know about them, and when they are offered again, they are often low enrolled. How can this policy help to address this?
 - c. M. Danforth shared that some accreditations (e.g. ABET) won't allow the campus to swap courses so the low enrolled classes must be taught.
 - d. R. Dugan asked who the audience is for these guidelines. D. Wu shared that once the Senate passes the resolution, it will be given to the administration as guidance on Senate's position about cancelling courses.
 - e. M. Danforth said that Senate EC is concerned about the administration cancelling courses in a major and circumventing the policy on closing a major.
 - f. A. Grombly suggested reaching out to CFA for their feedback on the guidelines.
 - g. Send your thoughts and comments to D. Wu
2. 2024-2025 08_Faculty Hiring Prioritization-Position Control
3. 2024-2025 11_Space Utilization
4. 2024-2025 10_Time Blocks (Tabled)

6) Open Forum

7) Adjourn: 11:30 am