

**GOVERNORS STATE UNIVERSITY
BOARD OF TRUSTEES**

**Budget and Finance Committee
Minutes of the Friday, November 15, 2019 Meeting**

Call to Order and Roll Call

The meeting of the Budget and Finance Committee of the GSU Board of Trustees on Friday, November 15, 2019 was called to order by Vice Chair Kevin Brookins at 10:00am in the absence of the Board Chair. Roll call was taken and committee members Kevin Brookins, John Brudnak, Pedro Cevallos-Candau, Angela Hickey, and Lester Van Moody were in attendance. Trustees Jim Kvedaras and Anibal Taboas were also present.

Also in attendance:

Elaine P. Maimon, President

Sarah Boeckman, Interim General Counsel, Burke Burns & Pinelli, Ltd.

Mary Pat Burns, Interim General Counsel, Burke Burns & Pinelli, Ltd.

W. Paul Bylaska, Vice President for Administration and Finance

Elizabeth A. Cada, Provost and Vice President for Academic Affairs

David Golland, Faculty Senate President

Sheryl Jones-Harper, Civil Service Senate President

Joan Johns Maloney, Coordinator of Benefits and Employee Relations, Human Resources

Penny Perdue, Chief of Administrative Operations and Liaison to the Board

Kristiana Russell, Student Senate President

Markita Alexander, Academic and Career Success Guide, CJY

Sandra Alvarado, Director of Human Resource Service/Title IX Coordinator

Catherine Balthazar, Dean, College of Health and Human Services

Zion Banks, Senior Writer, Marketing and Communications

Karen Caesar, Director, Office of Special Events

Mushtaq Choudhary, Director, Auxiliary Services and Housing

Bruce Crooks, IT Technical Associate, ITS

Will Davis, Vice President for Institutional Advancement and CEO of the GSU Foundation

Shannon Dermer, Dean, College of Education

Sondra Estep, President of GSU UPI Chapter 4100

Kristoffer Evangelista, Chief Internal Auditor

Tim Harrington, Chair, College of Education

Olumide Ijose, Chair, College of Business

Rosemary Johnsen, Associate Provost and Associate Vice President of Academic Affairs

Denise Jones, Specialist, Office of Sponsored Programs and Research

Joseph Kearns, IT Technical Associate

Maureen Kelly, Director of Government and Community Relations

Andrae Marak, Dean, College of Arts and Sciences

Johnsie McAuley-Davis, Administrative Assistant, College of Health and Human Services

Larry McClellan, University Professor (retired), College of Arts and Sciences

James McGee, Director of Public Safety
Susie Morris, Office Manager, Student Affairs
John Perry, Director, Financial Aid
John Potempa, Associate VP for Facilities Development and Management
Chuck Pustz, AVP for Information Technology
Alexis Sarkisian, Special Projects Manager, University Library
Colleen Sexton, Associate Provost and Associate Vice President of Academic Affairs
Katie Schaefer, Budget Analyst, Budget and Financial Planning
Caren, Schranz, Chair, College of Health and Human Services
Dale Schuit, Professor (retired), College of Health and Human Services
Kevin Smith, Director of Veterans Affairs and Testing Administration
Tracy Sullivan, Assistant Vice President of Procurement
Aurélio Valente, Vice President for Student Affairs and Enrollment Management
Corey Williams, Associate VP for Student Affairs & Dean of Students
Barbara Winicki, Associate Professor (retired), College of Arts and Sciences
Jim Zumerchik, Facilities Project Manager, Facilities Development and Management
Sandra Zurawski, Director of Budget and Financial Planning

In addition, the following Faculty Senate Representatives were in attendance: Alli Cipra, Carlos Ferran, Giesela Grumbach, Rashidah Muhammad, Catherine Tymkow, and Chelsea Vanderpool.

Election of Committee Chair

Vice Chair Brookins asked for a motion to elect Angela Hickey as the Budget and Finance Committee Chair. Cevallos-Candau motioned. Moody seconded. The motion was approved by unanimous voice vote and Brookins yielded the meeting to Hickey.

Public Comment

There were no public comments.

Consideration and Possible Recommendation Regarding Family Development Rooftop Units

Chair Hickey asked for motion to recommend Resolution 20-19 to the full Board. Brudnak motioned. Moody seconded. Chair Hickey asked Paul Bylaska to present the agenda item. Bylaska explained that the Family Development Center is having issues with controlling the temperature of the building due to the age of the equipment. Temperature control is especially important because of the standards for infant and children care. There being no questions, the motion was approved by unanimous voice vote.

Consideration and Possible Recommendation Regarding Contracts for Cafeteria Renovation

Chair Hickey asked for motion to recommend Resolution 20-20 to the full Board. Brookins motioned. Cevallos-Candau seconded. Chair Hickey asked Paul Bylaska to present the agenda item. Bylaska presented plans for the cafeteria renovations and, in response to a question from Brudnak, stated that while a new building was considered, it would be two to three times the cost. Brudnak asked about the cost of only doing the kitchen renovation. John Potempa, Associate VP for Facilities Development and Management, responded that that was considered but the bulk of the cost was in the kitchen and it did not make sense to confine the renovations only to the kitchen. He added that the square footage of the seating area will not change, the kitchen will be smaller, and more efficient, and the server area will be bigger. Cevallos-Candau asked about the possibility of change orders adding on cost. Tracy Sullivan, AVP of Procurement, responded that it is made very clear in pre-bid meetings that change orders are not allowed. Bylaska noted that there will be additional costs, not included in this contract, for a temporary kitchen to be used during renovation. Kvedaras asked about the number of meals served daily now and the capacity after the renovations. In response to a question from Brookins regarding the last time the equipment was updated, Choudhary responded that much is original, 40+ years old. The motion was approved by unanimous voice vote.

Consideration and Possible Recommendation Regarding FY 2021 IBHE Operating Budget Request

Chair Hickey asked for motion to recommend Resolution 20-21 to the full Board. Moody motioned. Brudnak seconded. Chair Hickey asked Paul Bylaska to present the agenda item. Bylaska presented the budget. GSU is seeking a \$2.7 million increase in total operating funds for FY21, representing a 4.6% increase in the total operating budget. Maimon added that this request assumes a 10% increase in University appropriations and that, to some extent, this is hypothetical until the State's budget is passed. In spring, probably February, the administration will come back to the Board regarding recommended increases in tuition and fees for the next academic year. Brookins asked about the past history of increases in appropriations. Maimon responded that GSU always requests a reasonable increase, as do all the universities. However, she noted, we almost never get the increase we request. Brookins asked if 10% was ever requested in the past. Maimon responded that some years, especially the during the budget crisis, we simply asked for no decrease. The current 10% request, Maimon stated, is consistent with what was being requested by other universities and will not make GSU whole but will help GSU as it still recovers from the budget impasse years. In response to a question from Hickey, Maimon noted that typically it is the last week in May when GSU learns what its appropriation will be for the next fiscal year. The motion was approved by unanimous voice vote.

Consideration and Possible Recommendation Regarding FY 2021 IBHE Capital Budget Request

Chair Hickey asked for motion to recommend Resolution 20-21 to the full Board. Brookins motioned. Moody seconded. Chair Hickey asked Paul Bylaska to present the agenda item, which he did, saying that the State has a better capital appropriations process and so this request is less of a 'wish list' than in the past. He added that this list is presented in priority order and that the University is going to commission a facilities master plan, which will improve requests for capital funding in the future. Discussion ensued regarding the State's process for distributing capital funds. The motion was approved by unanimous voice vote.

There being no new business, the meeting adjourned at 11:00am with a motion from Trustee Brudnak and a second from Trustee Cevallos-Candau. The motion was approved by unanimous voice vote.

Respectfully submitted,
Penny Perdue
Recording Secretary

Approved