



Resource and Planning Council Meeting

Monday, June 5, 2023

2:00 PM – 3:00 PM

Flex (C-111/Zoom)

MINUTES

Attendance

PRESENT: Peter Anderson, Jerome Antiporda, Shweta Babel, Andre Betita, Christie Fierro, Robert Holland, Lia Homeister, Ebony Jackson, Jacob Jackson, Eva Juarez, Fatih Killi, Stefanie Mclrvin, Jean Munro, Jack Shultz, Michele Slaughter, Christina Solis, Matt Stephen, Elisa Stuart, Jake Swanke, Warren Takata, Sarah Wakefield, Sil Xayamouangbo

ABSENT: Jill Donnelly, Shannon Matson, Sara Newman, Anne Nguyen, Jeffrey Pulliam, Lisa Sandoval

Discussion

Meeting Minutes

- April 17, 2023 meeting minutes were approved.

Budget Enhancement Requests Results

- **Materials and Supplies** –12 budget enhancements were approved by Cabinet

Requester – Proposed FY24 Budgets	Reason
3. Chris Carter - \$8,415.00	Software purchase
7. Chris Carter - \$3,570.00	Software purchase
10. Anthony Covington - \$18,600.00	1 of 2 department split between Entry and Outreach
11. Anthony Covington - \$1,740.00	4 annual licenses to access to NAFSA international student adviser manuals
12. Anthony Covington - \$3,000.00	2 of 2 department split between Entry and Outreach
13. Mark Daniels - \$10,000.00	Water jetter for drains to allow Facilities to clear drains versus contracting an outside vendor. Anticipate cost savings in about a year.
15. Mark Daniels - \$120,000.00	Facilities budget – Increased costs of materials and supplies; inflation



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Requester – Proposed FY24 Budgets	Reason
16. Mark Daniels - \$1,260,000.00	Utilities budget – Increased energy costs; inflation
17. Christie Fierro - \$60,000.00	Software – Canvas, Ally, Mathtype, Magna, Quizlet, Padlet, tools to proactively increase course accessibility, and sometimes Pressbooks.
19. Morenika Jacobs - \$800.00	Subscription to AACRAO
21. Stefanie McIrvine - \$4,000.00	ACCE accreditation costs
25. Matt Vielbig - \$9,000.00	Additional Vehicle for support services, 2k increase for vehicle leasing through DES CARS program

- **Labor** – 4 labor positions were approved by Cabinet

Requester	Proposed Position
1. Agnes Figueroa & John Henry Whatley	Junior Network Admin
2. Doris Martinez	Program Coordinator
3. Jake Swanke	Accommodations & Retention Specialist
4. Kim Sykes & Christina Solis	GL Accountant

2022-2023 Council Annual Report

- The group reviewed the council annual report template.
- The group reflected on the Council’s Accomplishments, Challenges, and Goals for Next Year.

Action Items

1. 2022-2023 Council Annual Report
 - a. Complete the RPC annual report – **Lia Homeister**