

KSOEHD BUDGET COMMITTEE

Minutes

September 28, 2011

Members Present: Paul Beare, James Marshall, Sarah Lam, Albert Valencia, Ken Magdaleno, Chris Lucey, Diane Oliver, Glenn DeVoogd, Breannah Evans

Guest(s) Present: Arleen Leischner

1. School Allocation

A document detailing the allocation from the university to the KSOEHD was distributed and discussed by the committee. The Dean informed the committee that the carryover funds from 10-11 would not be swept by the university. He did state that we could not spend the carryover as part of our operating expenditures.

2. Department Allocation

The allocations to the department were distributed for review and discussed. The need for additional department operating funds to be used for professional development travel was discussed. No additional funds will be given to the departments at this time. However, the Dean announced that faculty members needing additional funds to present at a conference may request them from the dean's office. Historically, we have been able to fund almost all of these within reason.

3. Requests for Funding

Computers in ED 420 -- A request from Otto Benavides for 15 computers to replace the ones in ED 420 (student open lab) was discussed. A sampling of usage shows that an average of five computers are needed. The committee approved the request to purchase five computers.

Support Staff for ED 420 – The Dean announced that a temporary support staff person will be moved to the KSOEHD for four months effective October 3. Leticia Nuna will be placed in ED 420 to assist with organization, facility usage and equipment check-out. Other duties will be assigned through the Associate Dean's office. Laura Rabago will be her direct supervisor.

Student Assistant for Early Ed Center Director – Susan Macy, Director of the Early Education Center, has requested funds to support approximately seven hours per week for a student assistant to work in

upgrading the centers appearance and organization. The committee approved this request.

At this point in the meeting the Dean had to leave to attend another meeting. The following requests will be sent to the Dean for action.

iPads for Faculty – The committee discussed the requests for iPads for faculty. The CSER department purchased iPads for their faculty in Spring 11 so a suggestion was made that the remaining departments poll their faculty to see who would want or need an iPad. A recommendation was made to purchase iPads for the full-time faculty who do not already have one. Funding would be split 50/50 between the department funds and general funds with a cap of \$10,000 coming out of general funds. The iPad purchases are not replacements or upgrades. Before the purchase is made, faculty must present a written justification to their department chair. The iPads will only be given contingent upon an iPad2 training.

Furniture Requests – Currently ED 215 (faculty/staff lounge) is in need of some furniture changes. A few of the tables and/or chairs are damaged and should be sent to surplus storage. Although this room is not designated as a classroom, it is often used for class meetings. It was recommended that a sum of \$2500 be allocated to purchase two conference tables and seven chairs. A review would need to be made to assure that we would be ADA compliant.

Other Requests – The monitoring equipment at Fresno Family Counseling Center needs to have some replacements and/or repairs made. A request for \$500 in funding was made and the committee approved this request.

4. Other Items of Business

None