

CCRI Governance Appendix II



COMMUNITY
COLLEGE
OF RHODE ISLAND

Governance Council Committee Meetings Agenda / Minutes

Budget / Capital Committee	
Date of Agenda Posting:	August 4, 2014
Meeting Date:	Monday, August 4, 2014
Meeting Start Time:	11:30 a.m.
Meeting Actual Start Time:	11:33 a.m.
Meeting Location:	President's Conference Room
Meeting Secretary :	Ruth Barrington


Member Attendance

Committee Member Name	Title	Present	Notes
		Y/N	
Ruth Barrington	Business Manager	Y	
Ken McCabe	Director of Physical Plant	Y	
Ruth Sullivan	Dean, Learning Resources	Y	
Mark Vigorito	Associate Director, Financial Aid	Y	
No Appointee at present	1 Academic Dean	-	
David Patten	Vice President, Business Affairs	Y	
Dave Rawlinson	Assistant Controller	Y	
David Snow	Associate Director, Physical Plant	Y	
Jim Reedy	Building Maintenance Supervisor	N	
Bob Considine	Maintenance Superintendent	X	Roofing issue in Newport
Kathleen Gazzola	Professor, Department Chair, Dental Health	X	On vacation
VACANT (no nominations rec'd)	1 Academic Department Chair	-	

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VACANT (no nominations rec'd)	1 Academic Department Chair	-	
Meo Colantonio	Director, Community Services	Y	
Anthony Dzikiewicz	Director of Operations (IT)	Y	
Guests in Attendance			
None			

Agenda

Agenda Item 1	Notes on Discussion
<ul style="list-style-type: none"> Approval of Minutes of February 3, 2014  Minutes February 3, 2014.doc 	<p><i>Moved by Ken McCabe, seconded by Meo Colantonio, approved unanimously as presented.</i></p>
Agenda Item 2	Notes on Discussion
<ul style="list-style-type: none"> Warwick Renewal – current status, conceptual ideas, other ideas? Like adjunct space? 	<p><i>Chair Patten explained that the College has been awarded \$20 to \$24 million dollars in funding for the Renewal Project, \$2M has been allocated for the work scheduled for this fiscal year. President just this morning endorsed the next step to take place from January to June 2015. Included in this upgrade is the Great Room and the Lower Commons. Chair Patten asked committee members to share any comments or upgrade suggestions they may have.</i></p>


Project team includes members from each division: Meo Colantonio, Jeanne Mullaney and Michael Cunningham. An announcement will be made at Opening Day.

Ruth Barrington and Ruth Sullivan noted that the lack of adjunct designated space was brought up in a recent meeting and space in general for faculty has been raised in discussions concerning the Warwick renewal. David Snow noted that at the Providence campus space for all faculty is minimal while it is adequate in Newport. Chair Patten stated work is being done with the architects on space utilization.

Chair Patten added that there are many phases of the project to consider, and the committee needs to make sure the “dominos” are set...and to keep in mind the \$20 to \$24 million dollar budget. He indicated that all stakeholders need to keep in mind that issues will be addressed throughout the phased process but also prioritized.

In response to Anthony Dzikiewicz’s question on the renovation and responsibilities of the IT department, Ken McCabe stated that no definite design has been set yet but that will all be clearly defined in the design stage and become a part of the scope of work.


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	<p><i>Mr. Dzikiewicz asked whether the funding for the project renewal with respect to the IT department would be part of their regular budget, or will it be taken care of by the \$20-\$24 million dollars. The IT department is currently prioritizing their next year or two of projects and this would be helpful to know.</i></p> <p><i>Chair Patten clarified that any work being done which was driven by the project, will be paid by the project funds.</i></p> <p><i>Mr. Colantonio asked if Renewal Project funds are used to pay for expenses at the Knight Campus which the College has allocated money from in this year's budget, can those funds be transferred to any other campus for needed work? Ms. Barrington explained that the Renewal Project funds are to be used only for specific project related items.</i></p> <p><i>When asked, Ken McCabe clarified that all work will be done by licensed contractors, who will be held responsible for their work.</i></p>
<p>Agenda Item 3</p>	<p>Notes on Discussion</p>
<ul style="list-style-type: none"> FY 16 Budget Submittal – tuition fees, special requests <p> FY15 CCRI Allocation.pdf</p>	<p><i>Ruth Barrington stated that the FY15 increase in state appropriation funding to the CCRI was just under \$1.5 million dollars. This share of Higher Ed's \$10M as approved by the general assembly is consistent with the Governor's recommendation.</i></p>

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	<p><i>There are 6 new faculty FTE's approved for FY15.</i></p> <p><i>The unknowns are:</i></p> <p><i>Enrollment for Fall 2014-Meeting Enrollment targets is critical as over 50% of the college's revenue budget is derived from tuition and fees.</i></p> <p><i>Contract Negotiations are still pending for Board employees.</i></p> <p><i>Budget instruction FY 2016 arrived from State Budget Office, however, no instructions from the Board of Education on tuition and fee increases and other items as of yet. New council has first meeting tonight.</i></p> <p><i>Chair Patten stated that Dr. James Purcell, the new Commissioner of Postsecondary Education is open to "differential tuition."</i></p> <p><i>Ruth Barrington explained how the school needs to continue to have data at hand to support their budget requests especially as it pertains to Technology and Facilities requests.</i></p> <p><i>Chair Patten would like talks to continue on making difficult choices, moving priorities around to accommodate priorities with a higher rank. He would like to continue to make CCRI more attractive and helpful to gain and retain students.</i></p>
Agenda Item 4	Notes on Discussion

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<ul style="list-style-type: none"> CIP Submittal <div style="text-align: center;">  <p>FY16 to FY20 CCRI CIP Request to Boarc</p> </div>	<p><i>Ruth Barrington distributed CCRI's FY2016 – 2020 CIP Request as prepared by Mark Libutti. Recent tours and talks with the State Budget Office and House Finance include support for capital improvements requesting RICAP as a source of funding-see attachment. This has yet to receive Board approval. Champlin Funding has been sought for Sim Lab in Lincoln & Knight Estate.</i></p>
Agenda Item 5	Notes on Discussion
ADA Special Funding Request	<p><i>Officials from State Budget Office have offered the college opportunity to submit ADA projects for special RICAP funding as well. David Snow is compiling in concert with the ADA committee. Ruth Sullivan pointed out that there is supporting documentation from the NEASC report. Mr. Dzikiewicz added that he believes the state also has special funds designated for Technology. CCRI did put in a minor request this year but hard vendor quotes are required for submission.</i></p>
Agenda Item 5	
<ul style="list-style-type: none"> Adjournment 	<p><i>A motion to adjourn was made by Ken McCabe and seconded by Anthony Dzikiewicz. The motion was passed unanimously.</i></p>

Meeting Action Items

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Action	Assigned To	Deadline
<i>Posting the minutes electronically</i>	<i>Secretary</i>	<i>7 business days after conclusion of meeting</i>
<i>Items approved by committee</i>	<i>Chair – forward to Senior officer</i>	<i>7 business days after conclusion of meeting</i>

Decisions Made

Decision 1	
Approval of Meeting Minutes electronically via email: Approved Unanimously	Committee shall have ten (10) days from the date of distribution to express their objection, or indicate their approval. The non-response of any member shall be deemed an approval.
Decision 2	
Decision 3	
Discussion / other	

Meeting End

Meeting Schedule End:	12:30 p.m.
Meeting Actual End: 12:28 p.m.	12:28 p.m.
Next Meeting Date:	October 6, 2014*
Next Meeting Time:	11:30 a.m.

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Next Meeting Location:	Warwick, President's Conference Room
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*** The previously scheduled meeting dates of September 1st (Labor Day) and September 15th (Fall Classic) have been cancelled. Should the need arise to have the committee meet before October 6th, Chair Patten will advise of the new date and time.**