

**MINUTES**

**Faculty Senate-University Council Resources, Space and Budget Committee  
Friday, March 6, 2020, 10 a.m.  
Altgeld Hall 125  
Northern Illinois University  
DeKalb, Illinois**

*Not Approved – This draft reflects only the work of the drafter  
as the committee was dissolved before these minutes could be approved.*

**VOTING MEMBERS PRESENT:** Arado, Beyer, Bolden, Creed, Doederlein, Duffin, Johnson, Martin, Montana, Pearson, Royce, Schatteman, Shi, Slotsve, Subramony, Woodruff

**VOTING MEMBERS ABSENT:** Millhorn, Riley

**OTHERS PRESENT:** Chinniah, Ingram, Klaper

**OTHERS ABSENT:** Kassel

**I. CALL TO ORDER**

FS-UC Resources, Space and Budget (RSB) Committee Chair **T. Arado** called the meeting to order at 10:02 a.m.

**II. VERIFICATION OF QUORUM**

A quorum was established.

**III. ADOPTION OF THE AGENDA**

The committee will operate from the agenda as posted.

**IV. APPROVAL OF THE February 7, 2020 MEETING MINUTES – Pages 3-4**

**G. Slotsve** moved to approve the minutes, seconded by **C. Doederlein**. Motion passed.

**V. PUBLIC COMMENT**

**G. Slotsve** thanked the administration for the recent information technology survey and also for the coronavirus update distributed to the campus community. **B. Ingram** noted that, as regards coronavirus, NIU takes direction from the DeKalb County Public Health Department, and that Matt Streb will be the point person on this topic going forward.

## VI. UNFINISHED BUSINESS

A. Campus Security and Environmental Quality Committee update – Jeffrey Royce

**J. Royce** noted that the CSEQ Committee had not met since his last report.

## VII. NEW BUSINESS

A. Strategic Action Planning Framework discussion – Pages 5-11

1. What activities could you quit doing to have more time for higher priority activities?
  - a. Do you need approval to make this change? Who needs to give that permission? Is it yourself, your supervisor, another unit, etc.?
  - b. What are the implications of devoting less time to this activity?
  - c. What would you do instead?
2. What task or activity could you simplify that would free up time or resources?
  - a. Who do you need to work with to make that happen?
  - b. What are the implications of simplifying the task or activity?
  - c. What are the implications of NOT simplifying the task or activity?
3. If you had to find three hours this week to devote to the themes and guiding principles in the Strategic Action Planning Framework, what would you do differently?
  - a. What's holding you back from doing those things differently?
  - b. What type of support do you need to do that?
4. What would be the implications? How can you utilize the Strategic Action Planning Framework with your team(s) to create capacity (time, resources, budget etc.), and how can the senior leadership support these efforts?

**S. Chinniah** and **B. Ingram** noted that the Strategic Action Planning Framework is in draft stage and invited feedback from RSB Committee members regarding current situations, which might or might align with the framework, as well as feedback on best use of resources. The RSB Committee members engaged in a discussion framed by the questions posed above.

B. Budget Planning Timeline – Pages 12-15

**S. Chinniah** reported that the usual budget development process was being flipped this year with discussions like today's taking place first, followed by budget worksheets being

released in April so that these discussions can be operationalized. Another change is that units will receive blank worksheets and asked to create their budgets based on expected revenue. The focus will initially be on FY21. Preliminary budgets will be submitted to the BOT-Finance, Audit, Compliance, Facilities and Operations Committee in May and to the Board of Trustees in June. A \$5.9 million deficit is anticipated. Following up on the multi-year budgeting strategy presented last year, the focus on FY22 through FY24 budget development will be addressed during July.

Administration anticipates flat enrollment and flat revenue for FY21. It was noted that, while the governor has indicated his intention to increase appropriations, such increases are dependent on the approval of a new income tax, which is anticipated to be acted upon in May or June, with potential increased appropriations being released possibly mid-year, the process for which is unknown at this time.

## **VIII. INFORMATIONAL ITEMS**

### **IX. ADJOURNMENT**

**J. Royce** moved to adjourn, seconded by **G. Slotsve**. Motion passed. Meeting adjourned at 11 a.m.

**Future RSB meeting dates:** Apr 3.

President Lisa Freeman is tentatively scheduled to meet with the RSB on April 3.