**Integrated Planning Council Notes of Thursday, April 12, 2018**

**Present:** Z. Toro, C. Casamento, R. Bachoo, R. Wolff, S. Cohen, C. Galligan, R. Rodriguez, P. Troiano, S. Matterazzo

**Excused:** L. Bigelow

**UPBC Budget Proposal Recommendations (continued discussion)**

C. Galligan and P. Troiano were given the opportunity to comment and respond to questions related to the UPBC budget recommendations.

**Action Items:**

* C. Galligan will provide supportive documentation of how the recreation center displacement cost estimate was determined, and will distinguish between permanent requests and temporary requests.
* Z. Toro noted that a different solution is needed in the long run for displacement costs so that we do not have to rent facilities or pay to transport students.
* C. Galligan and R. Bachoo will meet to identify the “real” number for the proposed media center expenditures, and will reach out to Tom Burkholder (Information Technology Committee).
* C. Casamento will share with IPC members the spreadsheet showing where the graduate interns are currently allocated on campus.
* Z. Toro noted that for next year it is important that those presenting be prepared to answer questions and that the detailed lists of what the UPBC is recommending be provided in addition to the high-level summary by division.

**Budget Motions:**

* Motion made by Z. Toro to approve the base line budget requests, including the ProctorU software request, on the condition that the cost for the software not exceed $60,000. (Vote: 7-1-0; R. Bachoo opposed)
* Motion made by Z. Toro to approve the one-time budget requests, with the condition that Institutional Advancement will submit supporting documentation regarding the displacement cost number. (Vote: 8-0-0; Unanimous)
* Motion made by Z. Toro to approve the UPBC capital recommendations. (Vote: 7-1-0; C. Casamento opposed). The vehicles were approved with the condition that snow removal for the fields will be done with these vehicles.
* Motion by Z. Toro to approve the operating baseline increase from the Integrated Budget Pilot for $521,260. The $521,260 is contingent on the provision of additional supporting documentation that the Microsoft Agreement Licenses is $240K versus the system office estimate of $226K and that the Palo Alto Maintenance is $130K versus $95K system office estimate. If additional support is not provided for the higher values, the funding will be reduced. (Vote: 8-0-0; Unanimous)
* Motion by Z. Toro to approve $700,000 for capital equipment purchases (and $110,000 for Wi-Fi upgrades), on the condition that R. Bachoo confirm that the purchased equipment can be received by June 30, 2017 , so that the computers can be installed prior to the commencement of the 18/19 Academic Year in a manner that will not impact normal operations. (Vote: 8-0-0; Unanimous)

**Next Meeting**

The next regularly scheduled meeting: April 24, 2018 at 11:00 a.m.