**Integrated Planning Council Notes of June 6, 2018**

**Present:** Z. Toro, L. Bigelow, R. Bachoo, C. Casamento, R. Wolff, S. Cohen, C. Galligan, D. Dauwalder, P. Troiano, S. Matterazzo

**Space Allocation Process**

R. Bachoo distributed documents outlining the current space allocation process. For the sake of time, Z. Toro suggested that the IPC consider today only the proposed priorities. The remainder of the document will be considered at a later time. A discussion ensued regarding the IPC’s comfort level with the current priorities. C. Casamento suggested that consideration be given to requests that fall outside of the set parameters when it becomes a health, safety or accommodation issue. The following suggested changes were noted:

* C. Casamento noted that the Bursar’s Office and Card Office should be included as part of #4.
* C. Galligan noted that this should be a uniform policy that applies to all locations (e.g. 185 Main Street).
* Z. Toro noted that the President’s and Provost’s Offices should be included as part of #6 instead of #2.

With the changes noted above, IPC members were in agreement that amended list would serve as a guide to the conversations that need to occur, and the changes that need to be made.

R. Bachoo reviewed the plans for Willard-DiLoreto. S. Cohen noted that space needs to be identified for the Exploratory Advising Center, and more workable space is needed for the Writing Center. A discussion ensued regarding possible changes to the plans to accommodate S. Cohen’s requests. It was determined that further discussion would occur at the academic level to reach consensus on the necessary space changes, and the revised plans would be presented and finalized at the next IPC meeting.

**Submissions Under Review**

**English Department Writing Program Proposal**

It was noted that there are three main elements for consideration with respect to this proposal. In terms of the first element, C. Casamento suggested that the IPC support her recommendation that the university continue to fund developmental and remedial education services to students in the event PA 12-40 funding is discontinued. The second element involves a request for additional funding to move the program forward. The third element involves long-term planning for the program.

R. Wolff indicated that he believes the UPBC would be comfortable supporting the first element, as recommended by C. Casamento, but would like more time to weigh in on elements two and three.

Motion by R. Wolff to accept the recommendation presented by C. Casamento with respect to the first element of the Writing Program Proposal. Vote: Unanimous.

Z. Toro indicated that the other two elements of the Writing Program proposal would be added to the agenda for further discussion at the next meeting. The Space Allocation document and plans for Willard-DiLoreto will also be discussed in greater detail. The IPC will also review any other proposals submitted to the portal.

**Next Meeting**

The next IPC meeting is scheduled on July 11, 2018 at 2:30 p.m.