

RCC Financial Resource Committee (FRC)
February 17, 2022
12:50 pm-1:50pm
Location: Zoom
Minutes

Members Present:

Paul O'Connell, Liz Tatum, Megan Bottoms, Jennifer Lawson, Dyan Sue Kovacs, Kim Nguyen Shaw.

Guest: Chip West

Recorder: Alice Awe

The meeting started with committee members introducing themselves to each other. An announcement was made that May 13, 2021, October 14, 2021, and November 18, 2021 FRC meeting minutes are being accepted into the repository.

MEMBERSHIP REVIEW AND BYLAWS

Discussion relating to the FRC membership and possibly soliciting additional members from various areas would be a benefit to the committee. Suggestions were made that members could consist of employees from faculty, physical resources, facilities, athletics, and the grants area.

A review relating to the Operating procedures of the bylaw 3.4 was conducted. This was regarding if there is a need to vote on meeting minutes in this committee. Bylaw 3.4 states: The members shall act by majority vote of the voting members. A quorum shall require the presence of at least 50 percent, plus one. In the event that quorum is not met, the advisory group can vote via email, with the understanding that a non-response in an electronic vote is counted in the affirmative. It was acknowledged that the committees under the leadership councils are workgroups. The charge of a workgroup is to fulfill the needs of the Leadership Council, which in this case would be the Resource council. The Human Resource, Financial Resource, Physical Resource and Technology Resources committee's quest is to do the work that is needed by the council.

A proposal was put forth that FRC does not need to conduct a vote of the meeting minutes. Feedback from the committee was requested. It was brought up that if there is no vote, or an opportunity to have a consensus of the minutes within this group, discussions could eventually bypass FRC and go straight to RDAS or EPOC and the value of having the FRC's input would be lost. Rebuttal was given that if this was a voting group, it would have to have a constituency membership and constituency representation with Faculty from each area, many classified professionals, and a manager.

The importance of the work that this group denotes needs to be moved forward with pros and cons and will be by a representative of the workgroup Resource council. It was agreed that the by-laws for operational procedures should be in alignment with the other workgroups and this will be defined. As to the rest of the Operating procedure document, it was advised that the committee review it and if they see anything else that needs to be addressed or discussed, to please send an email Liz.

INDIRECT COST RECOVERY

IDC was approved by RDAS summer of 2021 and was approved by EPOC shortly thereafter.

RESOURCES REQUEST FORM

This is a new initiative that came about under program review. On the backend, a very challenging dilemma was discovered after initiatives were approved. It was difficult to understand what exactly was approved or measure the success of it and finally close the loop on it. The accreditation report showed that there was a hole in our system. This form is an attempt to do a one-page document that would be supplemental during the program review process. Budget, personnel, facilities and technology information can be on this document and used in a tangible, realistic way.

This is being put out to our committee and the other sub councils to be aware of it, understand it and provide recommendations on how to improve it. The goal of this document will be to embed it into the program review process as a document that can be opened as a template and be integrated. It was documented in the meeting that no initiative should come forward without a dean's full knowledge and support.

Recommendations to RDAS on the Resources Request Form document will be to change proposal title to initiative title and then add in a section for area information. A revision date down at the bottom to know when it should be approved and when it was approved. At the next RDAS meeting this feedback will be presented to them, and then they can talk about it, decide what they want to do and vote on it from there.