University of Rhode Island  
Strategic Budget and Planning Council  
Tuesday, June 23, 2015, 12:00 pm-1:00 pm  
Ballentine Hall, Thomson Boardroom  
Minutes

In Attendance: Don DeHayes (Chair), Christina L. Valentino (Vice Chair), Sharon Bell, Thor Bjorn, Wendy Bucci, Steven D'Hondt, John Kirby, Trish Morokoff, Ann Morrissey, Bahram Nassersharif, Ellen Reynolds, Kim Washor

Not in Attendance: Linda Barrett, Faye Boudreaux-Bartels, Lori Ciccomascolo, Rachel Dlciocchio, Tom Dougan, Ken Kermes, Joseph Maynard, Lindsay McLennan, Gerry Sonnenfeld, Naomi Thompson

See the complete list of member information at the Strategic Budget and Planning Council website at: http://www.uri.edu/budget/sbpc.html

1. Announcements:
   - Chair recommended that the committee look at the latest draft of the process streamlining framework
   - Chair thanked subcommittee for the work that they have done
   - There were comments sent in by subcommittee members

2. Brief highlight of work explained
   - Contextual summary of why changes have been made; streamlining should apply to all areas of university
   - First segment of the goal; better addresses each leader to come up with a plan
   - Highlights areas by name and offices; points out areas for ownership
   - Each area should mention how they measure progress;
   - Question arises regarding what gets included in academic goal plan 5?
   - Emphasize administrative management; areas highlighted; approach is reflected
   - Is there a wish to change overall approach?
   - Other feedback; utilized the ARMC report
   - Chair explained that research would be a strategy
   - Committee can make the document more specific under strategy 3; areas specified
   - Chair: Under umbrella – there is innovation happening in higher education in shared services; there are new models that other universities have implemented; We should explore new and innovative shared services models; Exploring other models that can enhance our effectiveness here

3. Streamlining Discussion by SBPC
   - Subcommittee should explore new and innovative models and leave out shared services?
   - There are many central offices that are very small and lightly staffed; it is difficult to move those capabilities out without adding staff
• Chair: we may have to make investments in these areas; however, do we invest in old model or new model?
• We should add to number five, shared and new innovative models or should we sub-bullet? Or is this too broad?
• SBPC is endorsing this process; however, it still doesn’t reflect previous work done; we need another paragraph to reflect everything
• There are specific comments for a more precise version; should we send a follow-up email? How long should the total document be? 5 pages with no context
• Chair: It is very inclusive developing whole document
• Number four should reflect institutional priorities; explore long-range changes and capital improvement planning
• Another goal is learning pedagogy; goal one
• Vice Chair: Would like language changed; must be mindful of principals of the community and preempting judgements; we drill down in some areas and some we say nothing; Does all of this detail need to be what is in the plan? Specific recommendations and in some areas, they are not specific; research should not be just incorporated in strategy number three
• Chair: This is a separate goal regarding research; different tone than the business side of research
• Not sure solution is to back off with specificity
• Vice Chair: We don’t need to loose site; more like a laundry list; have to drill down
• It would be ok to reduce only if clearly linked with the research office; need a process that takes scholarship to another level
• We approached this to try to identify areas though streamlining; efficiencies would be beneficial; also, tried to be broad; thought of areas that would have the biggest impact
• We focused areas that rose to the top, that impacted all of us; look at fixing some of these issues; there are some specific recommendations; we can’t diminish people doing the work; folks are going great work
• We should be broad in our outreach across the institution;
• Broader level is fine as long as it is linked
• Chair: There are many of the offices that are mentioned; we have to be clear in these processes; need to have some input; highlight importance of service; reward and acknowledge; the user of service needs to be included in the reinvention; Streamlining as an institutional goal is captured under the umbrella statement
• Vice Chair: I foresee more of a team type of approach; Human Resources deals with how do we do this now? See it being very collaborative with end users and the group; have to work with teams with view point of customers; drilling down and feedback is beneficial to bring to table
• Some units, there has been a great deal of drilling down; planning processes
• Vice Chair: proportionality is in the emphasis; I’d like to have opportunity to get other voices to the table
• Without eliminating of important topics, I think it is to wordy as it is now; there are steps that can be measured and can be edited because of redundancy; keep drilling down, but make less overwhelming
• Chair: where there is community concern; process is already drilled down
• The drill down did not come from the subcommittee; came from other discussions and years of work, i.e. ARMC, JCAP, etc.
• Is the document a vision of institution?
• This is an internal academic plan; this will be on the web; the actions are there to help guide thinking; there are always going to be changes; measure goals and implement strategies
• Chair: Goals need to be firm
• Regarding communication and technology; we have many systems that talk to each other and sometimes don’t; we don’t have access to what we need; inefficiency in the way we try to advise students and communicate with staff; communication and training on how to write notes in the system; making use and helping people build in their day to day
• We have software that does not communicate; exchange of data that needs to flow
• Encouragement to enter notes in; bigger broader issues that should carry across; holistic advisement
• Inefficiency in intellectual processes; disclosure and patent application; what do you do with a patent? disclosure of inventions and patents being issued is a problem
• Regarding the research compliance area, everything has exploded; the number of forms are redundant;
• Chair: Some is a function of incremental change; half of new forms overlaps old forms
• This topic goes beyond business; business service of the research office; the University business office; change word business to business and administrative in Strategy #3
• Strategy #4 regarding fringe rates; should expand beyond research
• Chair: Fringe should be for all our employees
• Vice Chair: Strategy #2, research should have their own separate strategy; inconsistent
• Will make research with own strategy
• Chair: Desire to pull out as its own strategy (research) context for that is that research administrative processes at all levels; we need a better mechanism for managing
• All levels and all units
• Chair: Subcommittee to pass final drafts first, then will go to the entire budget planning council

Adjournment: 1:00 pm

Minutes submitted by:
Lisa Fiorio, Budget & Financial Planning Office