Present: Elias Baalbaki, Emily Bruce, Allyson Caudell, Susan Coogan, Tracey Cronin, Karen Davis, Kim Departie, Donna Frazier, Christopher Gilbody, Janice Hebert, Jessica Garcia, Leah Lebel, Carol Leone, Gary Martins, Tracie Mederos, Lisa Noble, Stephen Nelle, Diana Perdomo, Carolyn Popovic, Elizabeth Sandberg

Absent: Suzanne Alden, Alexandra Badalucco, Wendy McRae-Owoeye, Kimberly Roskiewicz, Joie Steele

Minutes: Donna Frazier

Agenda:
Call to Order
Subcommittee meetings
12:00pm Call to Order

12:00 – 12:30pm Subcommittee meetings
Member photos (taken by Elizabeth Love)
Approval of 3/10 Meeting minutes

12:30 – 2:00pm Ravi Pendse, report from Deficit Reduction Group

2:00pm Adjourn
Subcommittee meetings

- Individual committees meet for first 30 minutes of meeting

Member photos (taken by Elizabeth Love) - photos were taken of SAC members who do not currently have their photo on the SAC webpage

Announcement

- Diana Perdomo will be leaving Brown. She has accepted a position with the United Way. She would like to continue to help with the volunteer project.
- We are very sorry to see her go but we are very happy for her. SAC will need to fill the new opening on the committee.

Minutes approved from March 10, 2015

Introduction of Alan Harlam of TRI-LAB, Director of Social Entrepreneurship

- TRI stands for Teaching Research Impact, a three-year program that is in its second year
  - Building a bridge to community through students and faculty, focusing on social challenges
  - Groups have been put together with the community to find ways to support solutions
  - There are three labs
    - Healthy Early Childhood
      - Example: Kids Count
    - Healthy Food Access
    - Climate Change & Environmental Issues
  - A broader program, ESP, Engaged Scholars Program, involves educational leadership
    - Part of Building On Distinction
    - Piloted in 5 departments next year in the fall
    - Linking studies with volunteering
    - Would like to build into curriculum

Ravi Pendse, report from Deficit Reduction Group

- We are facing:
  - Change which is part of the challenge of being a 250 year + University
  - Constant maintenance due to
    - Technology
    - Student life
    - Educators

- Everyone is responsible for education
• Education takes place outside of the classroom
• We must reassure, teach, and make a difference in the lives of students
• The Brown Team is responsible for Brown
• Our working group membership overlaps and we learn from each other

We must supply 7 million dollars in savings in 3 years
• Review 2009 organizational review and find the best leverage
• We do have better tools now
• Our people are our most important resource
• We must maintain reasonable standards for staffing
• We must deliver better practices for utilizing resources and sharing resources

The committee decided on guiding principles
• Maintain a sense of community
• Suggestions of best practices such as energy consumption
• This is a shared sacrifice
• This is a professional development opportunity
• Methodology
  o Examine the budget
  o Have subgroups
  o Procurement
  o Property & Utilities
  o CIT
  o Dean of the Faculty (Staff & Faculty)
  o Library
  o Benefits
  o Idea Bank

Are there any opportunities available?
• Look at budgets
• People from areas gave presentations
• Community learning
• Regular group meetings
• Will present to leadership
• Share final recommendations to Brown community
• Making things sustainable
• Maintain Prestige, Value, & Community
Benefits subgroup-Karen Davis

- Where is the potential for savings?
- Looked at health & retirement
- Made comparisons with other colleague institutions
- More learning & feedback
- Brought back to larger group
- Certain things that were done in certain areas during the financial crisis that are now in place could be done in other areas as well
- Things may have to be looked at on a regular basis as things change from time to time

Carol Leone asked for SAC representation on the committee. She also asked what was learned from the Idea Bank.

- Ravi’s response
  - Everyone wants to be engaged
  - Certain things keep coming up over and over
  - Utilities, temperature control, possibilities and challenges with older buildings

Karen Davis mentioned that there were suggestions about flexible hours and work weeks and that people may not realize that policies for this are already in place

- Maybe we need to tell the world about it again

Carol Leone suggested an overview of benefits and an opportunity for staff to put faces with names in the benefits area

- Ravi said that these suggestions fall under the “best practices” point

In a few weeks leadership will reveal the final recommendations

Emily Bruce asked “How did you get your ideas for making Brown more efficient and green?”

- Ravi: Christopher Powell, Assistant Vice President, Sustainable Energy & Environment studies when it is best to buy utilities
- Meggie Patton, Energy & Environmental Programs Outreach Coordinator was introduced and asked to speak on this topic
  - Meggie spoke about Chris Powell managing energy worth buying and energy investments
  - Faculty & student outreach are now composting
  - An energy reduction competition was held that saved over $2000 in 3 weeks
  - Data centers are working with Facilities to see if we can use these new ideas
  - It was learned that they are already doing some of these
  - Ravi mentioned that LED lighting ideas were given
Chris Gilbody asked “How can SAC help roll out this information?” We are a diverse group of staff who are available

- Ravi: anyone who wants to help will be accepted
- He will work with Karen Davis
- Karen: likes an open forum idea with questions given in advance

Emily: “are there any focus groups? Everyone will want to know, “Do you feel like you hit the goal?”

- Ravi:
  - We are still working
  - We still don’t have all the details
  - More meetings are coming up next week
  - There are topics of significant amounts of money that still require details
  - Some areas turn out to not be an opportunity after all
  - Some areas still will need further expertise
  - A different group may need to look at something

Diana asked for more insight on the timeframe

- Ravi responded that it will be a 3-year reduction

Ending comments from Ravi

- We are trying to tighten our belts and work together
- This is not as bad as the financial crisis of 2008-2009
- The committee is representing all of us
- Protecting and following guiding principles
- Things like reducing printing/hard copies while keeping in mind that we must maintain balance with donors
- Reducing paper can create advantages
  - Speedy payment of travel expenses

What is the take away from our meeting today?

- Ravi: “We are in this all together being very thoughtful and careful to minimize impact. It is a shared sacrifice.”
- Karen: “2008-2009 was more of a panic. This is different and feels better.”
- The President is proactive to prevent a repeat

Chris Gilbody brought up that so many administrators were not here for the 2008-2009 cutbacks and did not live through it

- Ravi agreed and shared that different experiences brought to the table from different areas made it a richer experience.
Karen commented how the release of RosettaStone to 14,000 staff and alumni has received positive feedback.
  • Ravi mentioned that soon we will be able to download Rosetta Stone on our personal machines. Ravi displayed the new beautiful website for CIS that was designed in house and is setting a model to show people what is possible.

Kim Departie is finding a challenge with classroom scheduling software
  • Ravi: suggested available event management software
  • Ravi is happy to help in anything and said he would share his cell phone number
  • We have new devices and options we didn’t have 5 years ago
  • We all must keep training and learning

Tracey Cronin brought up research challenges with VEVO
  • There is a roadblock with updating issues
  • For grant preparation proper updates are necessary
  • This is a people issue People should be performing proper updates
  • How can we get faculty to keep information up to date?
  • This issue would have to be raised with Provost Vicki Colvin
  • Leadership is aware of this
  • We must encourage, have incentive, have users prioritize this

Diana Perdomo brought up data connectivity
  • Connecting data sets on the university that groups are working on would be helpful

Emily Bruce thanked Ravi for sharing his time and information with us today

Adjourn