

Committee on Priorities and Resources
Meeting Minutes – March 1, 2022

In attendance: Professor Nusrat Chowdhury; Professor Andrew Dole, chair; Professor Jill Miller; Professor Monica Ringer; Retail Dining Supervisor Peter Charron; Interim Chief Financial Officer Thomas Dwyer, *ex officio*; Provost and Dean of the Faculty Catherine Epstein, *ex officio*; Chief Human Resources Officer, Kate Harrington, *ex officio*; Interim Director of Financial Planning, Ashley Travis, *ex officio*; Assistant Director of Family Giving, Emily Ziomek; Allie Ho '24; Jaden Richards '25; Steven Hegarty, recorder

Not in attendance: Jae Yun Ham '22, *ex officio*

The meeting came to order at 8:30 am.

Proceedings

Tom and Ashley updated CPR on the FY23 Capital budget process

1. Tom provided the context for the capital budget. Annually, the budget office stewards two separate processes: one is for staff position requests (FTE) and the recurring operating budget, and the other is the capital budget process. Capital budgeting involves the campus community, and captures non-recurring projects over \$10k. It does not include the largest projects such as the new student center/dining commons and the Climate Action Plan. There is an annual operating budget allocation of \$10m for these projects. Capital budgeting uses an earlier deadline to prepare projects for the summer construction season, and projects may span fiscal years.
2. Ashley reviewed a summary of FY23 capital projects, currently estimated at \$9.5M:
 - a. Largest is various ongoing improvements, including rental housing improvements, elevator and electrical upgrades, campus paving, and office renovations;
 - b. Routine maintenance projects;
 - c. Equipment purchases, including AV upgrades, high performance computing equipment, scanners, laptops, and grounds equipment;
 - d. Life and safety projects including new fire alarm panels, the South Pleasant Street crosswalk, Ford Hall pavers, and rekeying Humphries Hall;
 - e. Annual allocations for dining equipment, office and classroom renovations, and the Amherst Golf Club;
 - f. Grant related lab renovations for the Microscopy center;
 - g. Software requests for risk management, cross-divisional document submission, CrowdStrike, and Workday;
 - h. Technical enhancements and network upgrades;
 - i. Studies for future projects, including the campus framework plan and a humidity study for the Beneski Museum; and
 - j. Additional projects from restricted funds, including a Book and Plow pavilion, several Music department projects, and the Amherst Center for Russian Culture renovation.
3. Notes and discussion:
 - a. During first two meetings, the list was reviewed and prioritized, and some projects were deferred. There are concerns around increasing project costs from inflation.

- b. With supply chain delays and limited availability of materials, some projects will not be able to be completed during summer 2022.
 - c. Capital requests do not include ongoing software licenses (e.g. Workday).
- 4. Jill asked about the role of CPR in the process, and Andrew noted that CPR can help with more difficult decisions. Tom and Ashley will bring the full capital request list next week for CPR to review.
- 5. There were several comments about printing on campus, including unreliability and the costs for students. CPR will follow up with David Hamilton at a future meeting.
- 6. Other business:
 - CPR approved the minutes from the November 2 and December 7, 2021 meetings.
 - CPR minutes are not available to the students on the Committee. Steven will update CPR Dropbox with recent meetings for the students on the committee. [This has been completed.]
 - Jaden requested that meetings on student issues be made available to all students.

Adjourned 9:30 am.

Respectfully submitted,
S Hegarty