

**Budget & Administrative Committee Minutes**  
**March 20, 2019**  
**CSB Room 221**

**Call to Order:** Kimi Sugaya, chair, called the meeting to order at 2:30 p.m.

**Attendees:** Kimi Sugaya (COM), Bobby Hoffman (CCIE), Timothy Bottoroff (LIB, skype), Anthony Kong (CCIE, phone), Shawn Putnam (CECS), Lynda Dennis (CBA), Boon Peng Ng (CON)

**Approval of Minutes:** Minutes of January 16, 2019 were approved.

**New Business:**

Should we create a resolution for administration to consider regarding Creative School for Children (CSC) expansion?

Discussion notes:

- Some suggestions that we do not seem to have found sufficient justification to advocate for UCF expanding the CSC.
- School hasn't been renovated in a long time (building from 1976 probably needs to be replaced due to increasing maintenance costs).
- Is there a benefit to the faculty in recommending that UCF commit funds to help expansion?
- Some of the discussion revolved around what kind of recommendation/resolution we should make
  - Assessment of our current understanding and acknowledgement by the faculty that a problem exists?
  - A recommended action?
- Some concern that a recommendation to invest funds into CSC building replacement could be viewed negatively by the state legislature at this point in time, particularly given recent issues related to building expenditures. (although it was pointed out that the university does have a way forward to fund needed building expenses)
- Our recommendation to the university may not stipulate immediate action is needed, but rather awareness by faculty of the problem, an assessment, and recommendation
- February 28 was the last day to submit a budget resolution – so our resolution will be for next year. May need to continue discussion next year
- Suggestion that UCF should consider the possibility of CSC expansion but via outsourcing to a private firm as a potentially more feasible option than current UCF funding model
- In addition to faculty, more students want access to CSC and it was originally intended to help students with childcare needs
- There is increasing demand but the facility is getting older.
- Private companies may be interested in bidding to increase the size of CSC.
- CSC also has a mission of training and research related to childcare and education

- These aspects of CSC mission could also be part of contract with external partner
- Faculty demand is high, with many faculty on the wait list. Demand is due largely to
  - 1) proximity to save faculty time and increase productivity
  - 2) there are close relationships between UCF and the CSC to do research on education
- Putting out to bid could still prioritize these services. If the primary objective is to serve students, then CSC might be considered a public good, but if the primary objective is to serve faculty, then it could be considered a private good and thus appropriate for private contract
  - Point: although intended to serve students, this is only financially feasible if enough faculty also pay to use CSC
- Infrastructure has grown around UCF since CSC originally created, but CSC has not grown enough to keep up with need. But for Lake Nona & Downtown campus, previous decisions were made not to invest in certain areas since infrastructure already existed in those areas to address some needs.
- Last assessment of CSC was in 2007, so we're basing recommendations on old data. So part of recommendation might be for UCF to do another needs assessment
- Initial idea for our discussion was as a selling point to attract young faculty. It is unclear to what extent this is a significant incentive to attract
- Decision to table discussion for now and next year's committee can collect more information. In particular should a 3<sup>rd</sup> party be considered to expand to meet growing need?
- Our resolution will be a list of observations about current status of CSC, our understanding of needs for expansion and what would be gained from additional UCF financial commitment. We still don't feel we have enough information to make a strong recommendation to the university for how to proceed, aside from gathering additional information for discussion next year. Our report to the university will reflect the faculty's assessment that there is a problem and a need for additional expansion. The method for addressing this will need further consideration.
- Kimi will draft recommendation/report and circulate to committee members for editing.
- Next steering committee meeting is April 4, so our recommendation should be submitted by April 1.

Adjournment: The meeting adjourned at 3:30 p.m.