

Minutes of the Meeting
Of the
Planning and Budget Committee
Of the Hofstra University Senate
Friday 16 November 2018 411 Axinn Library

Present:	William Caniano	Library Services
	Kathleen Wallace Via video link	Chair of Chairs Caucus
	Jayne Ellinger	Health Professions
	Sabrina Sobel	Chemistry
	Elisabeth Ploran Via video link	Psychology
	Michael Sikorski	Provost Office
	Alan Kelly	VP Development and Alumni Affairs
	Meredith Celentano	Assistant VP Development
	Gloria Hovert	151

The Chair called the committee into session at 9:00 A.M.

Chairs Report

Library Subcommittee report on the Future direction of the Axinn Library has been posted to Blackboard for the committees review. It will be brought to the next (3 Dec 18) Senate Executive meeting for informational purposes.

Library Subcommittee is creating a survey of Library service and facilities.

University five-year plan posted on Blackboard.

Discussion Items

Alan Kelly asked for a summary of P&B's role and activities, which William provided.

Alan Kelly has been here 13 years as VP of Development, and Meredith Celentano arrived 6 months later.

The office of Development and Alumni Affairs is responsible for:

- Conducting Annual Fund raising
- Planned Giving,
- Corporations and Foundations requests for support
- Endowed scholarships. (Only earnings are spent usually about 5% of the endowment.)
- Works to increase undergrad alumni participation rate (currently at 12%).
- There is a monthly email to alumni from Development that includes information about upcoming alumni events, e.g. banquets.

Athletics has their own fundraising department that coordinates with Development; this is also true for Law and Med schools.

Faculty and Development Collaboration

Development can help designing and delivering surveys to alumni.

Development waits for information and requests from the department, when not already aware of fund raising possibility in department. Becomes a collaborative process with the department after that.

Faculty should reach out to Development's school liaison, e.g. Meredith for HCLAS. Alan stressed coordination with Dean's office to keep priorities clear and synchronized,

Kathleen expressed concerns about faculty attitudes and reception in regards to increase to workload to faculty and Chairs, faculty reception of Development efforts, misunderstanding that this is a required part of Faculty job, and that faculty could assume that they can go ahead and solicit donation from alumni without Development's involvement.

Elizabeth: faculty/departments can be source of fundraising ideas, but should not be the fundraisers.

W. Caniano suggested drafting a letter to all faculty to let them know that Development is there to help them to connect potential donor alumni to Development. These efforts would need to be coordinated through Development. A more robust conversation is required before moving forward.