

**BUDGET & PLANNING MEETING MINUTES (Amended)
January 18, 2006 1:30 – 3:30 P.M. in Building 22, Room 109**

Members Present

Margie Carrington, College Council Co-Chair
 Patty Dilko, Academic Senate President
 Phyllis Lucas-Woods, Vice President of Student Services
 Monica Malamud, College Council Chair
 Marilyn McBride, Vice President of Instruction
 Thomas Mohr, Interim President
 Vickie Nunes, College Business Officer
 Soraya Sohrabi, CSEA Rep
 Terry Watson, Classified Senate President

Members Absent

Veronica Espinoza, ASCC President
 Paul Roscelli

Guests:

Maggie Souza

Meeting Called to Order: 1:40 P.M. by Chair Patty Dilko

CONTENT	PROCESS	WHO
1) APPROVAL OF MINUTES 12/14/05	Motion made and seconded to accept and approve minutes.	Monica Malamud Terry Watson
2) BUSINESS I. Instructional Equipment Requests	<p>Handed out and reviewed “Instruction Equipment Requests 2005-2006 – Priority 1 Funding Distribution” to members. Reported the balances available and the criteria used in determining how to best fund the requests.</p> <p>Fund balances are:</p> <ul style="list-style-type: none"> - Instructional Equipment funds available \$146,625. - Prop 20 (Lottery) Funds available total \$332,499. <p>Equipment Requests:</p> <ul style="list-style-type: none"> - Requests (Smart Classroom/Science & Technology labs) using Bond Funds totaled \$79,369.39 - Requests (Multimedia) using Instructional Equipment Funds total \$101,670. - Requests (computers with flat screen monitors) using Middle College Funds total \$40,682.40 - Requests (misc. departments) using Prop 20 Funds total \$93,116.87 <p>Total amount for Equipment Requests \$314,837.66</p> <p>Remaining Balances after these funding requests:</p> <ul style="list-style-type: none"> - Instructional Equipment \$44,955. - Prop 20 (Lottery) \$239,382.13 <p>These funds could be used for any major Division requests if necessary.</p>	Marilyn McBride, Vice President of Instruction

<p>II. Management Recommendations for Faculty Hiring</p>	<p>A motion was made and seconded to move forward in funding the proposed requests. All members in attendance agreed to move forward in funding the Instructional Equipment Requests for 2005-2006.</p> <p>Reported that with the resignation of our full-time History instructor, the Administrators have re-prioritize the Management Recommendations for full-time faculty positions for 2006-06 moving History from 9 to number 2.</p> <p>Our College Business Officer reported that after reviewing the number of retirements for the College for 2005-2006, we would be able to fill 3 full-time faculty positions.</p> <p>Phyllis Lucas-Woods, Vice President of Student Services, informed members that the Selection Committee for the EOPS Director was unable to recommend a candidate as a finalist for the position in their Selection Process in Fall 2005. Our College must hire an EOPS Director to keep in line with our state funding and show our commitment to the EOPS program. EOPS Director salary is paid from Fund 1. We have received our last waiver from Sacramento for this position. An announcement for the EOPS Director position is planned to go out again in early Spring 2006.</p> <p>A motion was made and seconded that the College move forward in hiring process for full-time EOPS Director, Early Childhood Education instructor, and History Instructor.</p> <p>It was noted that the College needs to go back to the faculty hiring process and establish expectations in advance. Recommendations need to be guided by Strategic Planning.</p>	<p>Margie Carrington Terry Watson</p> <p>Marilyn McBride, Vice President of Instruction</p> <p>Vickie Nunes, College Business Officer</p> <p>Phyllis Lucas-Woods, Vice President of Student Services,</p> <p>Terry Watson Margie Carrington</p> <p>Members</p>
<p>III. Budget Development Process</p>	<p>Distributed and reviewed document "Proposed New Fiscal Year Budget Development Calendar." The document is to serve as a guide giving timelines/activities for our College Business Officer/ Administration/Division Staff to follow in developing a budget for the new fiscal year. The whole purpose of this process is to provide guidance to entire College, awareness of declining/increasing allocations, and to align the College in the budget process.</p>	<p>Marilyn McBride, Vice President of Instruction</p>
<p>3) ADJOURNMENT</p>	<p>Meeting was adjourned at 2:55 P.M. Next meeting will be on February 1, 1:30 P.M. in 22-109</p>	<p>Patty Dilko, Chair</p>