



Planning & Budget Meeting Agenda  
 Wednesday, May 2, 2007  
 1:30 to 3:30 p.m. – Building 22, Room 114

Members Present: Margie Carrington, Patty Dilko, Linda Haley, Maria Lara, Phyllis Lucas-Woods, Monica Malamud, Marilyn McBride, Terry Watson

Ex-Officio: Thomas Mohr – Interim President, Vickie Nunes – College Business Officer, Bart Scott – Researcher

Members Absent: Kevin Chappell

Guests: Eliazer Ayala-Austin, Regina Blok, Jeanne Gross, Deborah Joy, Linda Hayes

AGENDA ITEM	CONTENT	PRESENTER
1) APPROVAL OF MINUTES FROM MARCH 7, 2007	The minutes were approved as submitted.	Co-Chairs
2) PUBLIC COMMENTS	None	Informational
3) BUSINESS  I. Health Fee Increase	<p>The District is proposing to increase the Health Fee by \$1 bringing it to \$16 per semester with the summer semester being \$13. This would go into effect Summer 2007. Expenses paid from the Health Fee include health supervision and services, including direct or indirect medical hospitalization services, operation of a student health center, athletic-related salaries, services, insurance, insurance deductibles, and psychological services. The Health Fee increase is supported by the ASCC.</p> <p>It was noted that our Health &amp; Wellness Center will be moving this summer from Building 1 to Building 5, Room 204 (Counseling Center) as the Counseling Center will be moving to the first floor of Building 9. Psychological Services will remain in Building 5, Room 207</p>	Phyllis Lucas-Woods, Vice President of Student Services

<p>II. Parking Fee Increase</p>	<p>A motion was made and seconded to recommend increasing the Health Fee to \$16 per semester and \$13 for summer semester. All members agreed.</p> <p>Informed members that our District is the lowest charging in the Bay 10 for parking. Revenue from parking goes toward</p> <ul style="list-style-type: none"> <li>• Security salaries</li> <li>• Salary for one grounds man and an engineer</li> <li>• Portion of two salaries from Business Office</li> <li>• Utilities</li> </ul> <p>It was noted that the fund does not generate enough income to cover all the expenses mentioned above and funds need to be transferred. The Student Senate President informed everyone that the Student Senate is not against the increase but at the same time feel they have not been given all the necessary information by the District as to what if any changes might take place.</p> <p>It was mentioned that changes by the Gateway Project will address some of the concerns with safety and security.</p> <p>A discussion among members took place that included several suggestions in how our campus could generate more dollars for the Parking fund.</p> <p>A motion was made and seconded to recommend to move forward in increasing the parking fee from \$30 to \$40. A vote was taken with seven members voting. Five members voted to increase the parking fee to \$40 and two members abstained.</p>	<p>Terry Watson, Financial Analyst</p>
<p>III. Budget Planning 2007-2008</p>	<p>An update was given of the budget planning for the upcoming 2007-2008 year. The Vice Presidents, Interim President Mohr, and the College Business Officer met with each Dean to review and discuss their Division budgets for 2007-2008. Continue to work on getting our College critical needs part of the operating budget so that we have a coherent budget that can fulfill our needs.</p>	<p>Phyllis Lucas-Woods, Vice President of Student Services Marilyn McBride, Vice President of Instruction</p>
<p>II. Classified Hiring Justification – Staff Assistant EOPS</p>	<p>Reported that the EOPS Office Assistant II position is vacant. This position has been upgraded to Staff Assistant due to changes in the scope of work. Previously, categorical funds paid for 70% of the OAI position. Though previous requests had been made to use categorical funds for</p>	<p>Eliazer Ayala-Austin, EOPS Director</p>

	<p>100% funding of the position, the requests had been denied. Recently, however, the current Director has been told that if there was a change in the scope for the position that it could be 100% categorically funded. The Director outlined the proposed change of scope for the position of Staff Assistant and permission was granted to increase the funding percentage to 100%. A request is now being made to fill this Staff Assistant position for the EOPS/CARE program.</p> <p>A motion was made and seconded to move forward in filling the Staff Assistant position for EOPS/.CARE program which will be paid 100% with external funds. All members present agreed by consensus.</p> <p>A question came up regarding Classified positions and whether they should be an action or information item when being presented to fill. It was suggested to invite College personnel to go over with Planning &amp; Budget members the Classified hiring process and what should be characterized in the Planning &amp; Budget meeting process as action and informational. The distinction “existing position” was never mentioned in the Classified Hiring Process document when presented in the Fall 2005 semester to Planning &amp; Budget Committee.</p> <p>Members were advised that a meeting is in the process of being scheduled with the Classified Senate President, Campus CSEA Rep, and CSEA President to discuss this matter further and will bring back to Planning &amp; Budget any suggested changes to the document.</p> <p>Everyone did agree that bringing all hiring requests before the committee did make it more coherent and able to expedite better.</p>	<p>Maria Lara Margie Carrington</p>
<p>4) ADJOURNMENT</p>	<p>Co-Chairs</p>	

MEETINGS ARE OPEN TO ALL.