



PLANNING & BUDGET MEETING MINUTES
Wednesday, October 17, 2007
1:30 to 3:30 p.m. – Building 3, Room 142

Members Present: Debbie Joy – College Council Co-Chair, Maria Lara – Classified CSEA Rep, Phyllis Lucas-Woods – Vice President of Student Services, Monica Malamud – Faculty AFT Rep, Marilyn McBride – Vice President of Instruction, Joan Murphy – Classified Senate President, Martin Partlan – Academic Senate President, Ron Trugman – College Council Co-Chair,

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

Members Absent: Blanca Castillo & Karina Camacho – Student Representatives

Guests: Jeanne Gross, Linda Hayes, Robert Hood, Anniqua Rana, Maggie Souza, Terry Watson

AGENDA ITEM	CONTENT	PRESENTER
1) APPROVAL OF MINUTES OF 10/3/07	The minutes were approved as amended.	Joan Murphy & Martin Partlan, Planning & Budget Co-Chairs
2) PUBLIC COMMENTS	<p>Alerted the Planning & Budget Committee of a discussion the College is having on the possibility of Block Scheduling on our campus. Block Scheduling allows for more scheduled class time so that teachers can accomplish more during a class session. Some faculty feel the current 50 minute class is not enough time. Suggested that all 3 unit courses be offered for Monday, Tuesday, Wednesday, Thursday. Class blocks would also be offered on Friday.</p> <p>Reported that Cañada Staff attended the Banner Conference this week. Conference is a good way of networking and sharing information with the other attending Colleges.</p>	<p>Marilyn McBride, Vice President of Instruction</p> <p>Vickie Nunes, College Business Officer</p>
3) Business		
I. Strategic Plan Assessment	Handed out and reviewed Strategic Plan Annual Implementation Plan template that can be used as an assessment and accountability tool in completing our Strategic Plan. The form would be completed by those assigned and responsible for specific Strategic Planning Goals and Action Plans giving their status or assessment. Once completed, it would be brought back to the Planning & Budget Committee to be reviewed and discussed. Suggested that the Strategic Planning Committee come back together in Spring to meet and review where the College is with the Strategic Plan and discuss the next	Thomas Mohr, President

<p>II. Basic Skills Task Force Update</p> <p>III. Evening Administrator</p> <p>IV. Dean Position</p>	<p>steps. Would also like to bring the Strategic Planning Committee back together for an all day session with the same facilitator used during the Strategic Planning process.</p> <p>Reported that the Basic Skills Task Force has been meeting since September 4th, meeting on the second and fourth Tuesday of the month from 2:00 to 4:00 p.m. in 3-142. A report was handed out giving the dates the BSI Task Force has been meeting along with a brief synopsis of their meetings. The report also included Cañada BSI Task Force members and those from Cañada that attended BSI Training at CSM and Student Success Conference on October 4 and 5. The BSI Task Force will be presenting to the Planning & Budget Committee the BSI Task Force's finalize plan in December 2007 for their examination and approval. The finalized plan will then go to College Council for their review. Action Plans developed will be implemented in the Spring Semester. BSI Task Force will reconvene in the Spring Semester and go through the details of each Action Plan.</p> <p>Agenda item will be discussed at another meeting.</p> <p>Reported that Victoria O'Donnell has been on medical leave since August 1, 2007 and at this time her doctors do not feel that her medical issues have resolved for her to return to work. Therefore Victoria O'Donnell has sent in her letter of resignation as Dean of Science & Technology. Currently Nancy Renkiewicz is serving as Interim Dean of Science & Technology and will be able to fill this position through the first two weeks of the Spring 2008 Semester. Request made to Planning & Budget to begin the hiring process to fill the Dean of Science & Technology position. A motion was made and seconded for the College to move forward in filling the Dean of Science & Technology position. All members agreed.</p>	<p>Marilyn McBride, Vice President & Instruction & Basic Skills Task Force Co-Chair</p> <p>Marilyn McBride, Vice President of Instruction</p>
<p>4) ADJOURNMENT</p>	<p>The meeting was adjourned at 2:40 p.m.</p>	