



**Planning & Budget Meeting Minutes**  
**Wednesday, November 21, 2007**  
**1:30 to 3:30 p.m. – Building 3, Room 104**

**Members Present:** Debbie Joy – College Council Co-Chair, Monica Malamud – 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

**Members Absent:** Karina Camacho, Blanca Castillo, Maria Lara, Phyllis Lucas-Woods, Bart Scott

**Guests:** Linda Hayes, Robert Hood, Melissa Raby, Maggie Souza, Katie Townsend-Merino, Terry Watson,

AGENDA ITEM	CONTENT	PRESENTER
1) A APPROVAL OF MINUTES FROM 11/7/07	The minutes were approved as amended.	Joan Murphy & Martin Partlan, Planning & Budget Co-Chairs
2) PUBLIC COMMENTS	Informed members of the 2007-2008 academic year equipment requests from our campus. Would like see as a future agenda item "Identifying funds for Instructional Equipment when the bond money is all used."	Vice President of Instruction Marilyn McBride
3) BUSINESS		
I. State of the Budget	Shown budget projections using different growth scenarios of 1%, 1.5%, and 2%. The projections showed that even at 2% there would not be sufficient funds to cover current year expenses. Faculty and staff salaries can be paid from Basic Skill funds which is something that we may have to look into if we want to do any additional hiring. Other sources of funds were identified to cover costs.	Vickie Nunes, College Business Officer
II. Hiring Process	Informed members that we will continue with the hiring process for faculty and staff. ISSC will be meeting on November 28 to go	Thomas Mohr, President

<p>III. Administrative Secretary</p> <p>IV. Filling Vacancies on Campus</p>	<p>through the submitted hiring justifications. There will be two sessions – one to look at Faculty justifications and the other for Classified justifications. The Academic Senate President, Classified Senate President, and Senate reps will join the meetings for their constituency group. Positions will be prioritized and submitted to Planning &amp; Budget who will then make their recommendation to College Council. College Council will then make their recommendation to the College President. The process is a lot of work but at the same time keeps us in communication with one another and makes us look at how to meet our students needs to better serve them. We also need to wait and see what the recommendations are from the Basic Skills Task Force.</p> <p>Position was advertised in house and closed with no applicants. It is currently being advertised in a broader area.</p> <p>Classified CSEA positions are currently being presented to Planning &amp; Budget as informational items rather than action items. It was noted that it could not be found in the CSEA contract where it denotes that CSEA existing positions need to be filled. Suggested that we should ask CSEA or Human Resources to come to Planning &amp; Budget and clarify.</p>	<p>Marilyn McBride, Vice President of Instruction</p> <p>Thomas Mohr, President</p>
<p>4) ADJOURNMENT</p>	<p>The meeting was adjourned at 3:25 p.m.</p>	<p>Joan Murphy &amp; Martin Partlan, Planning &amp; Budget Co-Chairs</p>