



PLANNING & BUDGET MEETING MINUTES
Wednesday, November 5, 2008
2:00 to 4:00 p.m. – Building 2, Room 10

MEMBERS PRESENT: Margie Carrington – College Council Co-Chair, Maria Lara-Blanco – CSEA Rep, Phyllis Lucas-Woods – Vice President of Student Services, Joan Murphy – Classified Senate President, Martin Partlan – Academic Senate President

EX-OFFICIO: Thomas Mohr – President, Gregory Stoup – Director of Planning, Research, and Student Success

MEMBERS ABSENT: Vickie Nunes, Anniqua Rana, Katie Schertle

GUESTS: Linda Hayes, Robert Hood, Debbie Joy, Carol Rhodes, Katie Townsend-Merino

AGENDA ITEM	CONTENT	PRESENTER
1) APPROVAL OF MINUTES FROM OCTOBER 15, 2008	The minutes were approved as amended by the members in attendance	Joan Murphy & Martin Partlan, Planning & Budget Co-Chairs
2) PUBLIC COMMENTS	With the State Budget as such, question arose whether the meeting with the Deans to present the Hiring Justifications for the College to Administration, Classified, and Faculty should take place on November 12 th . President Mohr responded by saying that he had spoken to the Administrators earlier that morning informing them that he did not believe we should go through this process as it is likely that we will be facing mid-year cuts by the State. It was proposed that a list in alphabetical order of the submitted Hiring Justifications be presented to College Council so that it can be recorded in their minutes.	Joan Murphy, Planning & Budget Co-Chair Thomas Mohr, President
3) BUSINESS		
I. Implications of SLO's on Budget	Discussion occurred on the Coordinating Time and Release Time for faculty members serving as SLO Program Coordinators for SLO programs that include Administration, Student Services, Workforce Development, Basic Skills, and General Ed/Transfer Program.	Martin Partlan, Planning & Budget Co-Chair
II. Allocation Models	Agenda Item will be moved to another meeting.	Joan Murphy & Martin Partlan, Planning & Budget Co-Chairs
III. Process of Potential Budget Reductions	Informed members that the Colleges will be receiving their mid-year cuts by February. At this time overtime and comp time, expenses for	Thomas Mohr, President

	<p>food/travel/conference, new memberships unless essential, and funds spent on celebrations are all suspended. There is also a freeze on hiring except for two positions which are the Vice President of Instruction and A & R 60% position. In order to be prepared and at the same time not knowing if the cuts will be 3%, 5%, 7% or 10%, President Mohr would like the Planning & Budget Committee to be the College body to do an analysis of the budget to see where reductions can be made and also look at what recommendations from our Strategic Plan can be implemented.</p> <p>He also asked the members if they would like to expand the Planning & Budget Committee for more input but it was decided to keep the number of members the same.</p> <p>It was proposed and agreed on that the Planning & Budget Committee would meet more frequently and have Open Forums to keep the College community better informed. It was agreed that Planning & Budget Committee would have their budget reduction recommendations completed at the beginning of the Winter Recess.</p> <p>It was decided to have an All College Meeting on Tuesday, November 18th and invite SMCCCD Chief Financial Officer Kathy Blackwood to come and update the College community on our State budget and its effect on our District and College.</p> <p>The Planning & Budget will meet next Thursday, November 13th from noon to 2:00 p.m. in 2-10 for a discussion on the goals in our Strategic Plan and also do a Fund 1 analysis that will be presented by our Business Office.</p>	
4) ADJOURNMENT	The meeting was adjourned at 2:15 p.m.	Joan Murphy & Martin Partlan, Planning & Budget Co-Chairs