



PLANNING & BUDGET MEETING MINUTES
Wednesday, September 17, 2008
1:30 to 3:30 p.m. – Building 2, Room 10

Members Present: Margie Carrington – College Council Co-Chair, Maria Lara – CSEA Rep, Phyllis Lucas-Woods – Vice President of Student Services, Joan Murphy – Classified Senate President, Martin Partlan – Academic Senate President, Anniqua Rana – College Council Co-Chair, Katherine Schertle

Ex-Officio: Thomas Mohr – President, Vickie Nunes – College Business Officer, Gregory Stoup – Director of Planning , Research, and Student Success

Guests: Robert Hood, Debbie Joy, Katie Townsend-Merino, Terry Watson

AGENDA ITEM	CONTENT	PRESENTER
1) APPROVAL OF MINUTES OF 9/3/2008	The minutes were approved as amended.	Joan Murphy & Martin Partlan, Planning & Budget Co-Chairs
2) PUBLIC COMMENTS	None	Joan Murphy & Martin Partlan, Planning & Budget Co-Chairs
3) BUSINESS I. College Planning	The College Planning Structure Chart was reviewed and discussed. The chart showed all entities to be engaged in College planning and noted that the boxes are in no particular order. The Academic Senate discussed this chart at their last meeting. Suggested that the Educational Master Plan Committee be the body to create a structure for the Instructional Program Planning Council and Student Services Planning Council to include their role and responsibilities. Councils would meet often enough to address the proposals brought to them. These two Councils would be responsible for 99% of the College planning. Important that there is appropriate representation on these councils. Both Councils would meet regularly together making them more integrated and accountable. Council make-up was discussed and could include Vice Presidents, Deans, representatives from each Division, Program	Joan Murphy & Martin Partlan, Planning & Budget Co-Chairs

<p>II. Vice President of Instruction Position</p> <p>III. Hiring Process (Next Steps)</p>	<p>Coordinators, and College Researcher. Suggested that the functions of the Planning & Budget Committee be split with its focus on budget related matters. Suggested that the College Council be restructured and responsible for all College planning. The letter from ACCJC was again reviewed along with the Rubrics on Planning. A motion was made and seconded to recommend to College Council that they look at the Planning reorganization for the College with College Council taking over College Planning and all budget related matters to be handled by the Planning & Budget Committee. The timeline for this recommendation would begin in Spring 2009 semester.</p> <p>Informed members that the College is in the process of moving forward with the Vice President of Instruction position. A motion was made and seconded to formally recommend to College Council to move forward in filling the Vice President of Instruction position.</p> <p>Discussed with members as to whether we should continue to go through our hiring process for new faculty and classified even though there are no funds in our budget for this. Members felt that we have a process in place and should move forward with it even though the College has no funding for this. They also felt that it would be good to have our hiring needs on record and as a source for planning.</p>	<p>Thomas Mohr, President</p> <p>Joan Murphy & Martin Partlan, Planning & Budget Co-Chairs</p>
<p>4) ADJOURNMENT</p>	<p>The meeting was adjourned at 3:00 p.m.</p>	<p>Joan Murphy & Martin Partlan, Planning & Budget Co-Chairs</p>