

Planning & Budget Meeting Minutes Wednesday, November 16, 2006 Building 22, Room 114

Members President: Margie Carrington, Kevin Chappell, Maria Lara, Phyllis Lucas-Woods, Monica

Malamud, Marilyn McBride, Martin Partlan, Terry Watson

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

College Researcher

Members Absent: Patty Dilko

Guests: Linda Hayes, Robert Hood, Soraya Sohrabi

1) APPROVAL OF MINUTES FOR 11/15/06	Motion made and seconded to approve the minutes as submitted. 6 voting members agreed to approve minutes of	Monica Malamud, Martin Partlan
	11/15/06 as submitted and 2 abstained.	
2) PUBLIC COMMENTS	Announced that the last regularly scheduled Women's Volleyball game of the season is tonight at Cañada College. Faculty, staff, and students have been asked to show their support and come to the game. Men's Soccer will be playing in the first round of soccer playoffs at Cañada on November 18 th at 2:00 p.m.	Kevin Chappell, ASCC President
3) BUSINESS		
I. Classified Hiring • College Recruiter	Reported that Carmina Chavez has taken the CBET Program Services Coordinator position leaving the College Recruiter position vacant. This is a critical position and needs to be announced as soon as possible as the season to recruit is fast approaching. A Classified Hiring Position Justification for the College Recruiter was presented and reviewed with members. It was noted that this is an existing, permanent, and full time position. A motion was made and seconded for the College	Phyllis Lucas-Woods, Vice President of Student Services
	to move forward in filling this position. 7 voting members agreed to move forward in filling this position and 1 member abstained.	Margie Carrington
• Fund Developer	Fund Developer position is new to our College but not to our District. A Classified Hiring/Position Justification for Fund Developer and Business Liaison was handed out and reviewed. The	Thomas Mohr, Interim President

	position would be responsible for raising funds and develop/strengthening communication channels and systems of planning with the business community for our College – both very much needed. It was noted that the position should be able to pay for itself down the road. Position would be full time and classified at the same level as the Marketing/ Public Relations position. Some of the funding for this position for the first year only would come from the SMCCC Foundation. It was noted that since this is a new position it should be added to the hiring process for new Classified positions.	
II. Draft of Mission/Vision Statement	The 905 Student Data was reviewed with members along with the notes from the Student Forum held on November 8 th . Draft of the Mission/Vision Statement was reviewed and decided that a small group from Planning & Budget should review and work on the Mission statement. This group will include Margie Carrington, Kevin Chappell, Marilyn McBride, and Martin Partlin. They will meet on November 22 nd and report back at the next Planning & Budget meeting.	Thomas Mohr, Interim President
III. Strategic Planning Calendar for Week of December 4 th	Rick Voorhees Calendar for the week of December 4 th will include: • 12/4 – 2:00 p.m. Town Hall Meeting • 12/5 – 1:00 p.m. Business & Workforce Division Meeting • 12/5 – 2:00 p.m. All Student Services Meeting • 12/6 – 1:30 p.m. Planning & Budget	Thomas Mohr, Interim President
4) ADJOURNMENT	The meeting was adjourned at 3:44 p.m.	Margie Carrington, Co-Chair