MINUTES

PLANNING & BUDGET COMMITTEE

Date: August 25, 2009
Time: 3:30 p.m. – 5:00 p.m.
Location: Board Room – President’s Side

Members Present: Baba Adam, Kenneth Bearden, Teri Jo Buckman, Jo Anne Cripe, Ruth Ann Hansen, Les Jauron, Peggy Jennings-Severe, Ken Meier, Al Renville, Evin Sanders, Trevor Stewart, Andy Suleski

Members Absent:
Guests:

I. ACTION ITEMS

At 3:35 p.m., Ruth Ann Hansen called the meeting to order. Introductions were made and new members Baba Adam and Evin Sanders were welcomed to the Committee.

a. Consider approval of 07/28/09 Minutes.
The minutes of the 07/28/09 were approved as presented. msc Cripe/Adam

II. DISCUSSION

a. Budget Update – Andy
Andy provided the budget update with the 2009-10 Final Budget document review.

b. 2009-10 Final Budget document – Andy
Andy provided a review and a draft copy of the 2009-10 Final Budget Document. The Committee had extensive discussion regarding the budget document.

c. Budget Criteria for 2010-11 – Andy
The 2010-11 Draft Budget Criteria was provided to the Committee. Due to time constraints, the Committee will e-mail any proposed suggestions to Kim in order to meet the October 14 Board of Trustees agenda deadline.

d. Unit Planning Guidance – Les
Les provided a draft of the 2010-11 Unit Planning Guidelines for the Committee to review. Les would like to review the guidelines at the Forum on September 8, 2009. Any suggestions or comments should be forwarded to Les as soon as possible.

e. Accreditation Planning Agendas – Les
Les reviewed the Planning Agenda items that fall under the Planning & Budget Committee’s responsibilities. Due to the lateness of the hour, Ruth Ann recommended that the Committee address each of the three items separately at different meetings. The first item will be placed on the October 6 agenda.

f. Forum – Tuesday, September 8 @ 3:30 in the Center For Excellence
The agenda will be as follows:
• Budget Update
• Reduction Ideas/Concept Update
• Planning Update
• FAQs
• Q&A

The Committee was reminded to submit their FAQs as soon as possible for inclusion in the
handout for the forum.

III. ITEMS FOR NEXT AGENDA - Tuesday, October 6, 2009 - 3:30 p.m. President's Side Board Room
- Accreditation Planning Agenda - I.B.2.1 - Les
- Review of PBA Process
- Planning & Budget Calendar
- 311Q Review

IV. ADJOURNMENT

At 5:00 p.m. the meeting was adjourned.