PLANNING & BUDGET COMMITTEE

Date: October 6, 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, Meher Polansky, Al Renville, Evin Sanders, Trevor Stewart, Andy Suleski

Members Absent:
Guests:

I. ACTION ITEMS

At 3:35 p.m., Jo Anne Cripe called the meeting to order.

a. Consider approval of 08/25/09 Minutes.
The minutes of the 08/25/09 were approved as presented.  *msc Hansen/Sanders*

II. DISCUSSION

This group has responsibility for I.B.2.1 for accreditation regarding the feedback component of the PBA process. We have established a research committee for the campus with the idea of establishing a research agenda. We will report back to the group at some point.
The PBA process has been simplified down to 13 steps. We will review the PBA process and look to see what we need to modify or change. Feedback is an area that we need to take back to our constituency groups for input and then bring that back to the Planning & Budget committee to improve the process. We need to identify specific ways in which feedback is sought, making sure that the criteria are clear. We also need to find a way to communicate the feedback back to the constituency groups. Peggy and Les will work on a feedback questionnaire for the constituency groups.

b. Planning & Budget Calendar - Andy
We will update the Planning & Budget Calendar and bring it back to the next meeting for review.

c. Budget Update - Andy
Andy distributed an e-mail from Erik Skinner regarding budget updates from the Chancellor’s Office. Only $35 million in ARRA funds were allocated for the entire community college system. Attached is a summary sheet showing the 40-50% cuts that we are experiencing. ARRA funds are allocated based on categorical programs but these funds don’t necessary have to be used for categorical programs. We can back-fill Student Services areas with ARRA and general fund dollars. We continue to plan and not wait to see what will happen with midyear cuts. Good planning takes time and fortunately we have the reserves to take our time and to make good decisions and not make draconian cuts that other districts are faced with making.

d. 311Q Review - Trevor
Trevor provided a brief review of the 311 Quarterly Report for the 3rd and 4th quarters of 2008-09. Because of restoration, we added approximately $3 million which made our ending balance approximately $18.5 million. This is enough reserves to get the District by for three months should a state budget not be approved until September. These reserves will also help the District accommodate for the deferrals of apportionment revenue when the state holds payment until a later month, or fiscal year.
III. ITEMS FOR NEXT AGENDA - Tuesday, November 3, 2009 President’s Side Board Room
   • Accreditation Standard I.B.3.3
   • Charter Review
   • Roles and Responsibilities
   • BPA Calendar Review

IV. ADJOURNMENT

   At 4:47 p.m. the meeting was adjourned.