PLANNING & BUDGET COMMITTEE

Date: Tuesday, October 8, 2013
Time: 3:30 p.m.
Location: Board Room

Members Present: Stacey Bartlett, Monica Boyes, Peter Dahl, Lisa Husar, Les Jauron, Al Renville, Belinda Sonnier, Trevor Stewart, Andy Suleski, Samia Yaqub, Brad Zuniga
Members Absent: Carrie Roberson
Guest:

I. DISCUSSION/ACTION ITEMS

At 3:35 p.m., Brad Zuniga called the meeting to order.

a. Consider approval of the 09/10/13 minutes
   The minutes were approved as presented. MSC Dahl/Renville

b. Budget Update
   Andy provided a budget update. For 2012-13 we are still waiting for information regarding the deficit factor. FY 2013-14 is dependent on enrollment. Currently growth is flat and we may need to borrow from summer. The Chancellor’s Office is presenting a 2014-15 proposal (wish list) to the Department of Finance which includes an enhanced COLA of 4.4% and 2% in workload restoration.

c. Mission Statement Review and Approval
   Les reviewed the mission statement with the committee. There is no need to revise the mission statement at this time. Les asked the committee to approve the mission statement as presented. MSC Renville/Bartlett

d. MIPS Revision
   Les requested the committee approve aligning Institutional Bedrock, Strategic Initiatives and Education Master Plan to a six year cycle with Program Review. MSC Boyes/Dahl

e. Mission/Values/Initiative/Vision Poster
   Les presented the new poster which will replace the posters currently on campus. The committee approved the poster. MSC Renville/Boyes

f. Unit Plan Report
   Les presented a Unit Plan Report for 2013/14 detailing augmentations which were funded from unit plans. One thing we learned through this process is that we did not build into the system a linkage between the augmentation request and the strategies. Les linked all 202 funded augmentations to the strategies.

g. Draft Unit Planning Guidance
   Les reviewed the draft Unit Planning Guidance letter for 2014-15 with the committee. Members offered suggestions for changes and additions to the document. Les will make the changes and then send out to the campus. MSC Bartlett/Husar

h. PBA Process Revision
   The Faculty Prioritization and Strategic Direction Refinement have been moved from Spring to Fall. MSC Renville/Husar

i. Fall Forum Planning
   This year the forum will be held on November 12 beginning at 3:00 with refreshments and the forum will begin at 3:30 p.m. Topics will include: Enrollment Management, Budget Update, Planning Update and the Faculty Prioritization process. The committee will complete plans for the forum at the next meeting on October 22.
j. **Annual 311 Report**
   Trevor presented an overview of the Annual 311 report which includes the 50% law calculation, EPA reporting, lottery reporting and the actuals for the year that just ended.

k. **Committee Training: Financial Perspective Solar Arrays**
   Trevor gave a presentation to the committee on the solar arrays and the savings the District is realizing.

II. **ITEMS FOR THE NEXT AGENDA - October 22, 2013 @ 3:30 p.m.**
   - Fall Forum Flyer
   - Forum Planning
   - Budget Update
   - 50% Law Training

III. **ADJOURNMENT**
   At 4:59 p.m. the meeting was adjourned.