

INTEGRATED PLANNING & BUDGET COMMITTEE MINUTES

Friday, September 18, 2020 9:30 am - 11:00 am Via Zoom/Boardroom

https://cccconfer.zoom.us/j/91863374946

Membership

- ✓ Darlene Melby (Co-Chair)
- ✓ Rhonda Brown (left at 10:00 am)
- ✓ Crystal Fahey
- ✓ Donna Farris
- ✓ Maria Fernandez
- ✓ Melissa Green
- ✓ Jenny Heath
 ✓ Selena Johnson
- Cyndi Leonard✓ Veronica Rivera

- ✓ Dr. Ronald Slabbinck (Co-Chair)
- ✓ Valerie Roberts
- ✓ Dr. Mike Tischler ✓ Christina Van Alfen
- ✓ Dr. Stephen Schoonmaker (Ex officio)
- ✓ Desiree Kaae (Minutes)

Resources

- ✓ Matt Donaldson
- ✓ Kent Gross
- ✓ Dr. Nathan Rexford

Committee's Charge

The Integrated Planning and Budget Committee supports student learning by guiding the institution's short and long-term strategic plans and assisting in the development of responsible budgets that align resources with institutional needs. The committee accomplishes its goals through the creation, review, and recommendation of strategic plans, program reviews, and budgets. The Integrated Planning and Budget Committee forwards its recommendations to the College Council in accordance with the participatory governance process.

MINUTES

Item 1. Approval of Minutes

Action

Minutes of the September 4, 2020 Meeting

MSP (Jenny Heath/Maria Fernandez)

11 Ayes 0 Noes 2 Abstain 1 Absent

Item 2. Personnel Information

Welding and Advanced Manufacturing Instructor

Information

• Business and Office Administration Instructor

Information

Mark Klever gave an overview of the Welding and Advanced Manufacturing Instructor position. This is a vacant, budgeted position.

Mark Klever gave an overview of the Business and Office Administration Instructor position. This is a budgeted position that will be vacant after December 2020.

Maintenance/Groundskeeper Specialist

Information

• Maintenance Specialist

Information

Veronica Rivera gave an overview of the Maintenance/Groundskeeper Specialist and Maintenance Specialist positions. These are budgeted positions that will be vacant after December 2020.

• **Head Football Coach**Charlie Roche gave an overview of the Head Football Coach Position. This is a vacant, budgeted position.

Item 3. CARES Act Funding

Information

Kent Gross reported that to date \$177,500 of direct aid has been dispersed to students. Laptops and notebooks have also been provided to students using these funds. All total COS has received \$390,000 in CARES Act dollars of which \$231,000 has been used for students. For institutional needs there are numerous expenses in excess of \$500,000 that have been tracked for which these funds could be applied. It was emphasized that careful consideration is given for how these funds are spent. There was discussion about expenditures and how departments should request the use of these funds.

Item 4. Final Budget Timeline

Action

MSP (Maria Fernandez/Ron Slabbinck)

12 Ayes

0 Noes

0 Abstain

2 Absent

Darlene Melby let the committee know the upcoming dates for Final Budget Approval. The committee approved October 9, 2020 to hold the joint meeting with College Council.

Item 5. Timber Management Plan – PowerPoint Presentation

Information (Rivera)

Veronica Rivera presented a PowerPoint explaining the Non-Industrial Timber Management Plan and the process in developing this plan. This includes the California Environmental Quality Act (CEQA) and Timber Harvest Plan.

Item 6. Facilities Master Plan

Information (Rivera)

Item tabled

Item 7. Fire Tower Project

Information (Rivera)

Item tabled

Item 8. Theatre Project

Information (Rivera)

Veronica Rivera gave an update on the status of the Theatre Modernization Project and a high-level timeline of the project. Architectural services were awarded to Pfeiffer.

Item 9. Enrollment Management Report

Information (Green)

Melissa Green reported that Enrollment Management has not met yet. The first meeting is scheduled for September 30th.

Item 10. Report out of College Council

Information (Slabbinck)

April 16, 2021 (Open Hearing, 9:30 – 11:30) 2 hrs

Student Services w/Grants & Categoricals

May 7, 2021

May 12, 2021 (Wednesday)

Joint Meeting w/College Council

Ron Slabbinck reported that College Council had their first meeting and went over committee goals and priorities. The council reviewed and recommended BPs and APs to the Board of Trustees.

Item 11. Other

Selena Johnson, on behalf of ASB, asked the faculty and staff to spread the word that ASB is looking for students to run for ASB Senate.

Item 12. Adjourned at 11:04 am

Future Meeting Times and Dates: 1st and 3rd Friday of the Month, 9:30 am - 11:00 am

 September 4, 2020
 February 5, 2021

 September 18, 2020
 February 19, 2021

 October 2, 2020
 March 5, 2021

 October XX, 2020 TBD
 March 19, 2021

Joint Meeting w/College Council
October 16, 2020

April 2, 2021 (Open Hearing, 9:00 – 12:00) 3 hrs
Instruction w/Grants & Categoricals

November 6, 2020 April 9, 2021 (Open Hearing, 9:30 – 11:30) 2 hrs

November 20, 2020 President (HR, PIO, IR, Athletics)/Admin Services

December 4, 2020

IPB Committee Information can be found at: http://www.siskiyous.edu/committees/planningbudget