

PLANNING & BUDGET COMMITTEE MINUTES

Friday, March 23, 2018
1:30 – 3 p.m.
Board Room

Committee's Charge:

The Integrated Planning and Budget Committee supports learning by ensuring that budgeting at College of the Siskiyous is prioritized in a way that meets the institution's short- and long-term strategic plans. The committee accomplishes this by serving as the primary body in the creation or recommendation of budget assumptions, budgets, and short- and long-term plans that further the mission of the College. The recommendations of the Integrated Planning and Budget Committee will be sent to College Council.

Planning and Budget Committee meets the first and third Friday of each month in the Board room from 1:30 to 3 p.m.

Guests: Cora Brownell, Mark Klever, Val Roberts, Dr. Todd Scott, Jan Harris, Theresa Richmond

Item 1. Approval of Minutes

MSP (Dr. Tischler, Kevin Broussard, unanimous) to approve the minutes of the March 16, 2018 Integrated Planning and Budget Committee.

Item 2. Open Budget Hearing - Instruction

Darlene Melby explained the process of open hearings.

Dr. Scott explained that he would be presenting budget information for three Instruction areas: Instruction, Yreka and Distance Learning.

Category Breakdown: (documentation attached)

Technology Requests - \$7,000

Software – 0

Equipment Requests – 0

Position Requests - \$1,138.587

Operating Requests – \$181,522

Facilities Requests - \$118,000

Furniture & Fixtures - \$2,000

MSP (Kevin Broussard, Dr. Tischler, unanimous) to recommend forwarding the 2018-19 Instruction budget requests to College Council.

Ayes – 15

Noes – 0

Absent - 3

Item 3. College Council

No report.

- ✓Darlene Melby (Co-Chair)
- ✓Chris Vancil (Co-Chair)
- ✓Kevin Broussard
- Jesse Cecil
- ✓Deb Dutcher
- ✓Donna Farris
- Mike Graves
- ✓Melissa Green
- ✓Michele Knudsen
- ✓Lori Luddon (note taker)
- ✓Jesse Mullins
- ✓Dennis Roberts
- ✓Cheryl Rosen
- Dr. Stephen Schoonmaker (Ex officio)
- ✓Dr. Michael Tischler
- ✓Calvin Wagner
- ✓Chris Wehman
- ✓Dr. Zachary Zweigle
- Resources:
- ✓Kent Gross
- ✓Wayne Keller
- ✓Bart Scott

Item 4. Membership Change

Tabled.

Item 5. Cost of Attendance

Tabled.

Item 6. Other

At the next meeting, Darlene Melby will provide 2017-18 fiscal year requests and what was moved around.

Meeting Dates:

April 6 – Open Hearing (Student Services)

April 20 – Open Hearing (District/President/HR/PIO)

April 27 – Open Hearing (Administrative Services)

May 4

May 11

Item 7. Adjournment