

PLANNING & BUDGET COMMITTEE MINUTES

Friday, April 6, 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: Meghan Witherell, Doug Haugen, Val Roberts, Josh Collins, Jan Harris

Item 1. Approval of Minutes

MSP (Chris Wehman, Melissa Green,) to approve the minutes of the March 23, 2018 Integrated Planning and Budget Committee.

11 - ayes

0 - notes

1 - abstain

4 - absent

Item 2. Cost of Attendance

Melissa Green and Jan Harris gave a verbal presentation on cost of attendance at COS.

Item 3. Membership – Election of New Faculty Co-Chair

Darlene Melby explained that Chris Vancil and Jesse Cecil have both stepped off the committee. Rhonda Brown and Alison Varty have filled the vacant faculty positions. With Chris stepping down as co-chair, a new faculty co-chair needs to be identified. After an unsuccessful request for nomination of a faculty co-chair, the item was tabled. Darlene will contact Chris Vancil and ask the faculty to confer and make a recommendation for co-chair for the next meeting.

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

Item 4. Updated CQIP for Instruction

Darlene Melby provided a reformatted CQIP for Instruction. There were no changes from last week's presentation, it was just put into a more readable format. There were no questions.

Darlene explained that at the April 27 meeting, all the area CQIPs will be reviewed and all requests will be ranked high, medium or low.

Item 5. Budget Open Hearing – Student Services

Melissa Green gave a PowerPoint presentation outlining what Student Services does. At the conclusion of Melissa's presentation, Doug, Meghan, Val, Josh and Jan gave verbal explanation for CQIP requests submitted by Student Services.

Item 6. Other

Because there were other faculty that attended the first CQIP hearing, it was suggested that those individuals attend the final meeting where all CQIPs are ranked since the new members did not hear any of the justifications for the Instruction CQIPs.

Meeting Dates:

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

April 27 – Open Hearing (Administrative Services)

May 4

May 11

Item 7. Adjournment

MSP (Melby/Green, unanimous) to adjourn the meeting at 2:56 p.m.