



INTEGRATED PLANNING & BUDGET COMMITTEE MINUTES

**Friday, November 1, 2019
1:30 pm to 3:00 pm
Weed Campus Board Room
&
Yreka Campus Room 8**

Membership

- | | | |
|-------------------------------|--------------------------|--------------------------------------|
| ✓ Darlene Melby (Co-Chair) | ✓ Jayne Turk (Co-Chair) | Dr. Stephen Schoonmaker (Ex officio) |
| ✓ Rhonda Brown <i>phone</i> | ✓ Michelle Knudsen | ✓ Desiree Kaae (Minutes) |
| ✓ Neil Carpentier-Alting 1:53 | ✓ Dr. Burton Peretti | |
| ✓ Crystal Fahey <i>phone</i> | ✓ Veronica Rivera | <u>Resources</u> |
| Donna Farris | Dennis Roberts | ✓ Kent Gross |
| Maria Fernandez | ✓ Cheryl Rosen | Wayne Keller |
| Melissa Green | ✓ Dr. Mike Tischler 1:45 | ✓ Dr. Nathan Rexford 1:55 |
| ✓ Paloma Herrera-Thomas | ✓ Christina Van Alfen | |

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 (Melby)**
- Minutes of the October 18, 2019 Meeting**
MSP (Mike Tischler/Michelle Knudsen)
10 Ayes 0 Noes 0 Abstain 6 Absent
- Item 2. Personnel Information/Actions – no activity**
Darlene Melby reported that there is no activity for this item.
- Item 3. 10,000' Facilities Map (Rivera)**
Discussion for Item 3 moved to after Item 4.
Darlene Melby gave a brief introduction of the "10,000 ft" level facilities planning map to move forward with the Facilities Master Plan and the CEQA environmental scan needed to complete the Non-Industrial Timber Management Plan and Conversion Plan. She stressed that this map is for planning purposes only, and that nothing is set in stone.
- Veronica Rivera reviewed the map with the committee and the various possible building opportunities around the campus.
- Item 4. Fusion Overview (Rivera)**
Darlene Melby gave a brief introduction of the space inventory process, the importance of the Facilities Master Plan, and how these drive funding for campus facilities.
- Veronica Rivera gave an overview of FUSION: Facility Utilization Space Inventory Option Net. She went through each section of the web-based tool and explained how it is used to store all of our building and space utilization information. This information is used for facilities reporting to the CCCC. There was discussion about the age of some of the COS buildings and their estimated remaining life as shown in the FUSION system. There was also discussion about how funding for facilities is determined, how lecture and lab spaces are calculated for space inventory, and the status of current "off-line" spaces.
- Item 5. Full-Time Faculty Hiring Procedures (Turk)**
Jayne Turk talked about the general hiring timeline and procedure that has been developed for faculty. There was discussion regarding how this process will result in job postings. This item will be brought back to a later meeting for recommendation from IPB.

Item 6. Enrollment Management Report (Rexford)
 Nathan Rexford reported that for-credit enrollment is a bit low when compared to recent years, but there has been growth in non-credit. He also talked about the improvement of the CCCCO Student Success Metrics Launch Board. There was further discussion about FTES for special admit, out-of-state students and FIELD.

Item 7. Report out of College Council (Turk)
 Jayne Turk reported that most of the discussion during the October 23rd College Council meeting centered on AP 2510, Participation in Local Decision Making, and that there was good feedback from Students, ASM and Classified. Also APs and BPs up for review/revision are now available online to view before meetings.

Item 8. Other - None

Item 9. Adjourned at 3:02 pm

Future Meeting Times and Dates: 1st and 3rd Friday of the Month, 1:30 pm to 3:00 pm

August 21, 2019	January 31, 2020 (<i>in lieu of Feb 7th holiday</i>)	May 1, 2020
Joint Meeting w/College Council	February 21, 2020	May 8, 2020 (Tentative)
September 6, 2019	March 6, 2020	May 15, 2020 (Tentative)
September 20, 2019	March 20, 2020	Joint Meeting w/College Council
October 4, 2019 Cancelled	April 3, 2020 (Open Hearing, 1:30 – 3:30) 2 hrs	
October 18, 2019	President (HR, PIO, Research)/Administrative Services	
November 1, 2019	April 10, 2020 (Open Hearing, 1:30 – 4:30) 3 hrs	
November 15, 2019	Instruction w/Grants & Categoricals	
December 6, 2019	April 17, 2020 (Open Hearing, 1:30 -3:30) 2 hrs	
	Student Services w/Grants & Categoricals	

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