



# INTEGRATED PLANNING & BUDGET COMMITTEE MINUTES

**Tuesday, April 14, 2020  
2:00 pm to 4:00 pm  
Via Zoom at  
Remote Work  
Stations**

## Membership

- |                            |                         |  |
|----------------------------|-------------------------|--|
| ✓ Darlene Melby (Co-Chair) | ✓ Jayne Turk (Co-Chair) | ✓ Dr. Stephen Schoonmaker (Ex officio) |
| ✓ Rhonda Brown             | Paloma Herrera-Thomas   | ✓ Desiree Kaae (Minutes)               |
| ✓ Neil Carpentier-Alting   | ✓ Cyndi Leonard         |  |
| ✓ Crystal Fahey            | ✓ Veronica Rivera       | <b>Resources</b>                       |
| ✓ Donna Farris             | ✓ Dennis Roberts        | ✓ Matt Donaldson                       |
| ✓ Maria Fernandez          | Valerie Roberts         | ✓ Kent Gross                           |
| ✓ Melissa Green            | ✓ Dr. Mike Tischler     | ✓ Dr. Nathan Rexford                   |
| ✓ Jenny Heath              | ✓ 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

**Convened at 2:01 pm**

**Item 1. Introduction of new member to IPB (Melby)**  
Darlene Melby introduced Valerie Roberts as the new member replacing Burt Peretti.

**Item 2. Approval of Minutes (Melby)**  
**Minutes for 4/10 and 4/14 to be approved at next meeting**  
*MSP (Mike Tischler/Veronica Rivera)*  
*12 Ayes            0 Noes            0 Abstain            2 Absent*  
There was motion to table the minutes of the April 10 and April 14 meeting minutes until the April 17 meeting.

**Item 3. Personnel Information - None**

**Item 4. Open Hearing – 2020-21 CQIPs (Schoonmaker)**  
• **President's Office**  
▪ **PIO/Foundation**  
▪ **Institutional Research**  
▪ **Athletics**  
Dr. Schoonmaker presented a PowerPoint slideshow to explain the requests from the President's Office, Board of Trustees, Economic Development, International Development, Research and Evaluation, Public Relations Office, Foundation, and Grants. Each area presented their CQIPs and budget requests.

• **Administrative Services (Melby)**  
▪ **Human Resources**  
▪ **Bookstore**  
▪ **Fiscal Services**  
▪ **Food Services**  
▪ **Information Technology**  
▪ **Facilities and Maintenance**  
▪ **Office of Administrative Services**  
Darlene Melby presented a PowerPoint slideshow to explain the requests from Administrative Services, Bookstore, Food Services, Information Technology, and Maintenance, Operations and Transportation. Each area presented their CQIPs and budget requests.

**Item 5. Other - None**

**Item 6. Adjourned at 3:25 pm**

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

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<del>August 21, 2019</del>	<del>January 31, 2020 (in lieu of Feb 7<sup>th</sup> holiday)</del>	April 17, 2020 ( <b>Open Hearing, 1:30 -3:30</b> ) 2 hrs
<del>Joint Meeting w/College Council</del>	<del>February 14, 2020 (changed from Feb 20<sup>th</sup>)</del>	Student Services w/Grants & Categoricals
<del>September 6, 2019</del>	<del>March 6, 2020 (no quorum)</del>	May 1, 2020
<del>September 20, 2019</del>	<del>March 20, 2020 (cancelled)</del>	May 8, 2020 (Tentative)
<del>October 4, 2019 Cancelled</del>	<del>April 3, 2020</del>	May 13, 2020 (Tentative)
<del>October 18, 2019</del>	April 10, 2020 ( <b>Open Hearing, 1:30 – 4:30</b> ) 3 hrs	<b>Joint Meeting w/College Council</b>
<del>November 1, 2019</del>	Instruction w/Grants & Categoricals	
<del>November 15, 2019</del>	April 14, 2020 ( <b>Open Hearing, 1:30 – 3:30</b> ) 2 hrs	
<del>December 6, 2019</del>	President (HR, PIO, IR, Athletics)/Admin Services	

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