

INTEGRATED PLANNING & BUDGET COMMITTEE MINUTES

Friday, September 7, 2018
1:30 p.m. to 3:00 p.m.
Board Room

Members

- ✓ Darlene Melby (Co-Chair)
- ✓ Jayne Turk (Co-Chair)
- ✓ Kevin Broussard
- ✓ Rhonda Brown
 - Crystal Fahey
 - Donna Farris
- ✓ Melissa Green
- ✓ Wayne Keller
- ✓ Michelle Knudsen
- ✓ Dennis Roberts
- ✓ Cheryl Rosen
- ✓ Mike Tischler
- ✓ Alison Varty
- ✓ Dr. Zachary Zweigle
 - Desiree Kaae (Minutes)
- ✓ Beverly Muelrath (Minutes)
- ✓ Dr. Stephen Schoonmaker (Ex officio)

Resources

- ✓ Kent Gross
- ✓ Nathan Rexford
- ✓ Eric Rulofson

Committee's Charge:

The Integrated Planning and Budget Committee supports student learning by ensuring that budgeting at College of the Siskiyous is prioritized in 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.

Approval of Minutes

Minutes of the May 11, 2018 Meeting

MSP (Broussard/Zweigle)

12 Ayes 0 Noes 0 Abstain 2 Absent

Minutes of the August 29, 2018 Joint Meeting with College Council

MSP (Broussard/Roberts)

12 Ayes 0 Noes 0 Abstain 2 Absent

Item 1. Introductions/Membership

Members introduced themselves.

Item 2. Committee's Charge

The recommended revisions to Committee Charge tabled until September 21 meeting.

Item 3. Evaluation - Committee Goals for 2018-19

After some discussion about program review, FTES, enrollment management, CQIPs and position control the committee decided to table the item until the September 21 meeting.

Item 4. Physical Plant and Instructional Support Allocation 2018-19

Darlene Melby explained that COS is receiving \$62,426 in Physical Plant and Instructional Support funds, which is significantly less than last year. Eric Rulofson requested to use \$40,000 to recoat the Gym roof, which is in need of significant repair due to leakage. Zachary Zweigle requested a total of \$61,127 for various equipment to support Instruction. After discussion, the committee voted to approve the \$40,000 roof repair and the \$2,950 Gas Kiln Installation. The remaining \$19,476 will be allocated to instruction over the course of the fiscal year in order to help purchase part of the prioritized requests. Business Services will continue to explore the possibility of other funding opportunities to help address the balance of these instructional equipment requests.

MSP (Broussard/Roberts)

11 Ayes 1 Noes 0 Abstain 2 Absent

Item 5. New Funding Model (overview)

Darlene Melby provided an overview of the College of the Siskiyous apportionment under the new funding formula instituted by the State of California. She also provided a Q&A from the Chancellor's Office from both a non-technical and technical standpoint to help clarify the new

funding formula. There was discussion about the formula and how it will affect COS based on the type of enrollment and other factors including immigration and socioeconomic status of students.

Item 6. Meeting dates and time

Darlene Melby stated that additional meeting dates would need to be added for Open Hearings related to CQIP requests on General Fund, Grants and Categorical Budgets. During the 2017-18 budget cycle these Open Hearings dates were identified in early Spring of 2018 at the last minute. In order to streamline the budgeting process through more efficient planning there was a suggestion to increase the time for some of the existing meetings instead of adding more dates to accommodate the Open Hearings. Also there were suggestions on how to manage time limits at these Open Hearings.

Meeting Time and Dates:

1st and 3rd Friday of the Month, 1:30 pm to 3:00 pm

August 29, 2018

February 1, 2019

September 7, 2018

February 15, 2019

September 21, 2018

March 1, 2019

October 5, 2018

March 15, 2019

October 19, 2018

April 5, 2019

November 2, 2018

April 19, 2019

November 16, 2018

May 3, 2019

December 7, 2018

May 17, 2019 (tentative)

Item 7. Other - None

Item 9. Adjournment at 3:09 pm