



INTEGRATED PLANNING & BUDGET COMMITTEE MINUTES

**Thursday, March 21, 2019
1:30 p.m. to 2:00 p.m.
Board Room**

- Membership**
- ✓ Darlene Melby (Co-Chair)
 - ✓ Kevin Broussard
 - ✓ Rhonda Brown (by phone)
 - ✓ Crystal Fahey
 - ✓ Donna Farris
 - ✓ Melissa Green
 - ✓ Wayne Keller
 - ✓ Jayne Turk (Co-Chair)
 - ✓ Michelle Knudsen
 - ✓ Dennis Roberts
 - ✓ Cheryl Rosen
 - Dr. Michael Tischler
 - ✓ Alison Varty
 - ✓ Dr. Zachary Zweigle
 - ✓ Dr. Stephen Schoonmaker (Ex officio)
 - ✓ Desiree Kaae (Minutes)
- Resources**
- ✓ Kent Gross
 - ✓ Dr. Nathan Rexford
- Additional Attendees**
- ✓ Dr. Carole Bogue
 - ✓ Maria Fernandez (1:43 pm) – Proxy for Dr. Tischler
 - ✓ Katie Gale
 - ✓ Theresa Richmond

Committee’s Charge:

The Integrated Planning and Budget Committee supports student learning by guiding the institution's short and long-term strategic plans and developing responsible budgets to support these plans that align resources with institutional needs. The committee accomplishes its goals through the creation, review, and recommendation of strategic plans, program reviews, and budgets. As an important part of the shared governance process, the Integrated Planning and Budget Committee forwards its recommendations to the College Council.

MINUTES

Convened at 1:35 pm

Item 1. Position Appeals

- Vice President of Academic Affairs

(Turk)

MSP (Broussard/Roberts)

13 Ayes

0 Noes

1 Abstention

0 Absent

Roll Call Vote

Darlene Melby – Aye

Jayne Turk – Aye

Kevin Broussard – Aye

Rhonda Brown – Aye

Crystal Fahey – Aye

Donna Farris – Aye

Maria Fernandez (Proxy for Dr. Tischler) – Abstain

Melissa Green – Aye

Wayne Keller – Aye

Michelle Knudsen – Aye

Dennis Roberts – Aye

Cheryl Rosen – Aye

Alison Varty – Aye

Zack Zweigle – Aye

There were questions and discussion about the timing of hiring this type of position, the duration of the hiring process, and the timeline needed for a July 1 hire date.

Dr. Schoonmaker commented that public forums are an important part of the hiring process and that he would like to make sure that these forums occur when faculty are on campus.

Alison Varty shared a concern that the hiring freeze may create an unfair process, because positions are brought forward to IPB one at a time and not compared to other open positions in regards to importance.

Dr. Schoonmaker addressed this by explaining why the freeze was put into place. He pointed out that the open positions are all part of the current budget, and this process isn’t for new positions.

The decision to initiate the freeze wasn’t made lightly and was meant to accomplish two things:

1. Limit spending because of the volatility of the current budget, and
2. Establish a process by which to consider staffing needs through participatory governance.

Dr. Schoonmaker commended the committee for their actions at the March 15th IPB meeting in establishing guidelines to efficiently navigate the travel and hiring freeze through IPB.

There was further discussion about the length of time it takes to get a position ready to be posted through Hire Touch, and the approval process. In addition there were suggestions about using a broader approach when budgeting for and filling new and existing positions.

Item 2. Adjourned at 2:03 pm

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

August 29, 2018	February 15, 2019	May 3, 2019
September 7, 2018	March 1, 2019	May 10, 2019 (tentative)
September 21, 2018	March 15, 2019	May 15, 2019 (Wednesday)
October 5, 2018	March 21, 2019 emergency meeting	Joint Meeting w/College Council
October 19, 2018	April 5, 2019 (Open Hearing, 1:30 – 3:30) 2 hrs	
November 2, 2018	President (HR, PIO, Research)/Administrative Services	
November 16, 2018	April 12, 2019 (Open Hearing, 1:30 – 4:30) 3 hrs	
December 7, 2018	Instruction w/Grants & Categoricals	
February 1, 2019 Cancelled	April 19, 2019 (Open Hearing, 1:30 -3:30) 2 hrs	
	Student Services w/Grants & Categoricals	