



**STRATEGIC PLANNING COUNCIL
MINUTES**

May 17, 2005

The regular meeting of the Palomar College Strategic Planning Council was held on Tuesday, May 17, 2005, in SU-18. The meeting was called to order at 2:00 p.m. by Mr. Robert P. Deegan.

Roll Call

Members Present: Akins, Barton, Bishop, Cuaron, Deegan, Dimmick, Dowd, Frady, Halttunen, Ivey, Jay, Kelber, Madrigal, McCluskey, Miyamoto, Newmyer, Stanley, Townsend-Merino, Versaci, Doran, Davis, Thompson

Members Absent: Charas, Kovrig, Owens, Waite

Recorder: Josie Silva

A. Minutes

MSC Dowd/Madrigal

The minutes of the meeting of May 3, 2005, were approved.

B. ACTION ITEMS/SECOND READING

Entrepreneurial Activities – MSC Cuaron/Townsend-Merino

At the request of the SPC, Mr. Joe Newmyer reported that the committee (consisting of Becky McCluskey, Ken Jay, and Joe Newmyer) attempted to refine the document, *Entrepreneurial Activities*. Discussion ensued. Many of the committee members felt that the language in the document was very ambiguous. After a lengthy discussion, it was decided to study this issue further.

Action postponed until the Fall semester.

ASG Resolution

Mr. Bruce Bishop gave an update of the circumstances surrounding the requested changes of BP 470.

After a lengthy discussion, it was decided to set aside \$35,000.00 for co-curricular activities to be monitored by Instructional Services. Mr. Bishop suggested the establishment of another procedure referring to student activity funding and co-curricular activities.

MSC Bonnie Dowd/Newmyer to revise B.P. 470 as follows:

***B.P. 470
Athletic Funding***

The District assumes financial responsibility for the athletic program.

As part of Dr. Dowd's motion, she stipulated that in accepting this board policy, it comes with the provision that there be a procedure that corresponds to this board policy to make sure the appropriate funding is maintained. Dr. Dowd also suggested that SPC identify the appropriate group to look at the procedure and bring it back to SPC in the fall.

The Vote was unanimous to approve BP 470 as suggested above with the stipulation.

Extend Completion of Strategic Plan 2005

MSC Barton/Dowd to extend the completion date of Strategic Plan 2005 to December 31, 2005. The vote was unanimous.

Learning Outcomes Council Governance Structure Group Request Revision

MSC Cuaron/Newmyer

The Learning Outcomes Council Governance Structure Group Request revision was approved as submitted on Exhibit C-1

FSTF Final Report & Two Year Fiscal Plan

Dowd/Newmyer

FSTF Final Report/Two Year Fiscal Plan was approved as submitted on Exhibit B-5, with the following change:

page 4, #2, ...to ensure attainment of strategic goals identified in the College's strategic plan.

C. FIRST READING**Team Life Governance Structure Form(Miyamoto)**

A governance group request form was submitted at the request of Jo Anne Giese and Kelley Hudson Mac-Isaac replacing the Wellness Committee with the TEAM LIFE Committee. Members were asked to take this request to their constituent group for discussion. It was suggested to keep the reporting relationship with the Planning Council that would fund this group. One change: Members: PE/Athletics is incorrect, it should be noted as PE only. This item will return for second reading in the fall.

D. DISCUSSION/INFORMATION ITEMS**May Revise Update**

Mr. Joe Newmyer distributed the preliminary May revise that was sent out by the Community College League of California. He summarized the data in each budget line. A brief discussion followed.

Budget Development

Mr. Joe Newmyer presented the 2005-06 Preliminary Budget report. He made projections regarding equalization, salary increases, shortfall in property tax, funding for additional faculty, etc. The issue of the one million dollar deficit was discussed with possible recommended solutions being discussed for the following year. Mr. Newmyer distributed a spreadsheet detailing General Fund Unrestricted and Designated Fund Balance, projected end balance, and 05-06 capital outlay requests. A lengthy discussion ensued with many of the members expressing their concerns.

MSC: Dowd/Bean to approve the preliminary budget as presented for the 05-06 Instructional Services, set at 3.5 million other than the 4.3 million requested. Any changes to the budget other than salary related, will require a special meeting of SPC to deal with the budget changes. The vote was unanimous.

Review Annual Implementation Plans

Copies of the Annual Implementation Plan were distributed (Exhibit D-3). Ms. Michelle Barton reminded everyone of the definition of the terms for evaluating the AIP: "completed" means the objective is done; "in progress" means we didn't quite finish it; "continuous process" means that the work has been done to structure it – the objective is organized, but more work needs to be done to complete it. Discussion ensued on each goal and progress was notated. (Exhibit D-3)

Ms. Barton asked that each planning council set aside one full meeting to Strategic Planning to aid in updating the Strategic Plan by the end of the year.

Review Planning Councils Prioritized Lists

Agenda item postponed.

E. REPORTS OF PLANNING COUNCILS

1. Administrative Services Planning Council

Mr. Newmyer summarized the General Fund Unrestricted and Designated Fund Balances for year ending June 30, 2004. Mr. Newmyer also briefed the committee on 05-06 Capital Outlay Requests that are being funded.

2. Human Resource Services Planning Council

Dr. Jack Miyamoto reported that HRSPC met with the Wellness Team representatives to discuss their request. HRSPC also prioritized their budget items.

3. Instructional Planning Council – Berta Cuaron

IPC met to prioritize their budget augmentation.

4. Student Services Planning Council – no report

5. Resource Allocation Council – no report

F. REPORTS OF CONSTITUENCIES

1. Administrative Association

Norma Bean reported that new officers will be seated July 1. Tom Plotts, President; Calvin One Deer Gavin, Vice President; Nancy Horio, Secretary/Treasurer; John Woods, Educational Administrator Rep; Kelley Hudson MacIsaac, Classified rep. The Administrative Retreat will be held on June 4.

2. Associated Student Government – Absent

3. Confidential/Supervisory Team

Jenny Akins reported that the CAST Retreat will be held on May 25.

4. CCE/AFT

Becky McCluskey reported that CCE election results will be forthcoming.

5. Faculty Senate

Katie Townsend-Merino reported that Marilee Nebelsick-Tagg was elected Vice President of the Faculty Senate, and Bonnie Dowd remains the Secretary to the Faculty Senate. The new past-president designee is Brent Gowen. The new TERB Coordinator is Mary Ann Drinan.

6. PFF/AFT – no report

G. PENDING ITEMS

H. OTHER ITEMS

Meeting adjourned.