



INSTRUCTIONAL PLANNING COUNCIL Minutes DRAFT

March 8, 2006

Members Present:

Mark Bealo, Norma Bean, Richard Borden, Judy Cater, Berta Cuaron, Kent Du, Katheryn Garlow, Chantal Maher, Becky McCluskey, Wilma Owens, Tina Riley, Pat Schwerdtfeger, Sara Thompson, Mark Vernoy

IPC Members Absent: Karen Huffman, Terry Humphrey, Peggy Richardson, Debi Workman

Recorder: Lisa Hornsby

I. Approval of February 22, 2006 Minutes:

MSC Mark Vernoy / Norma Bean to approve minutes of February 22, 2006 meeting, with correction. Abstained - T. Riley

II. Institutional Review

Katheryn Garlow expressed her concerns that Institutional Review does not tie to the budget. Palomar has been cited for this on two Accreditation site visits.

Berta Cuaron suggested that the council could identify goals and issues that connect with strategic plan objectives and forward to SPC and IRC simultaneously.

Berta Cuaron and Sara Thompson will meet to review the Strategic Plan and tie it to Institutional Review.

Council members will review the remaining sections of the Institutional Review Summaries, Accomplishments & Learning Outcomes, for discussion at the next meeting.

III. Budget

Berta Cuaron identified the two handouts, which include the 2006 – 2007 Budget Development Timetable and the initial budget requests from Instruction. She indicated that the timetable requires that by March 15, all Planning Councils are to review and approve departmental budgets and forward them on to Fiscal Services for input.

The spreadsheet represents the budgets at the division level; column D represents the adopted budget for fiscal year 2006. Column E is the proposed budget for the fiscal year 2007. **Column F is the adopted budget of 2006 and will mirror the budget for 2007.** Mirroring the budget of 2006 to 2007 will allow the departments to develop a prioritized list of budget increases, which could be forwarded to SPC and then on to RAC.

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At this point it would be best for Instruction to mirror the 2006 budget to 2007 in order to meet the May 20 deadline for the Governing Board to approve a tentative budget.

Berta Cuaron recommended that the requests for additional funds be sent back to the departments and divisions to prioritize. IPC could then review the requests and develop a prioritized list based on *some* criteria.

MSC Wilma Owens / Judy Cater: the 2007 budget will be developed to mirror the 2006 budget at the division level.

IV. Other:

Request forms for faculty positions for Fall 2007 were distributed last Friday and are due to the deans on the 29th.

Berta Cuaron indicated that if nothing changed between now and Fall, Palomar would be looking at hiring 3 – 4 new faculty members.

V. Adjournment:

The meeting adjourned at 3:52 p.m.

The next meeting will be April 12, 2006, SU-18, 2:30-4:00 p.m.