



SPECIAL INSTRUCTIONAL PLANNING COUNCIL MINUTES

March 7, 2007

Members Present: Mark Bealo, Richard Borden, Judy J. Cater, Berta Cuaron, Candi Francis, Katheryn Garlow, Karen Huffman, Terry Humphrey, Chantal Maher, Becky McCluskey, Wilma Owens, Peggy Richardson, Pat Schwerdtfeger, Mollie Smith, Mark Vernoy, Debi Workman

Members Absent: Norma Bean, Robert Frederick, Tina Riley

Recorder: Suzanne M. Holt

I. 2007-08 Budget

Berta Cuaron stated that the goal of the meeting will be an informative review of the proposed 2007-08 budgets to consider what is realistic for Instructional Services. IPC must have a priority list completed by next week's meeting, which should include a list of what should be funded now and what could be funded if more funds are received in the future.

Berta Cuaron distributed the handouts "2007-08 Budget Requests – All Instructional Divisions" and "2007-2008 Instructional Services Requests for Increases". The summaries include the 2000, 4000, 5000 and 6000 discretionary accounts. The summaries do not include full-time salaries and benefits. The total instructional budgets include an increase of 15.64% over 2006-07. Growth should be part of the justification for budget increases. It was noted that instructional equipment was not included in the summaries, except for the Division of Social and Behavioral Sciences. Block grant funds from the State and VTEA funds have been relied upon for instructional equipment needs in the past three years. A line item for instructional equipment needs to be included in the budget development process.

Each of the instructional Deans gave a summary of budget increase requests for 2007-08. Overall discussion suggestions included budget development should be consistent and there should be a separate category for self-funded programs such as Apprenticeship and Fire Technology contract classes.

Berta Cuaron stated that the Instructional Services summary sheet will be realigned and revised so that the same method of comparison is consistently used by all divisions. The revised summary sheet will be sent to the IPC members by next Monday, 3/12/07, for review before the next meeting.

The meeting was adjourned at 4:00 p.m.