



STRATEGIC PLANNING COUNCIL AGENDA

Date: April 18, 2006
Starting Time: 2:00 p.m.
Ending Time: 3:45 p.m.
Place: **SU-18**

CHAIR: Deegan

MEMBERS: Akins, Barton, Bishop, Cuaron, Doran, Dowd, Faulkner, Frady, Gowen, Halttunen, Ivey, Kovrig, Madrigal, McCluskey, Plotts, Thompson, Tortarolo, Versaci, Waite

RECORDER: Ashour

	Attachments	Time
A. <u>MINUTES</u>		5 min.
1. Approve minutes of April 4, 2006		
B. <u>ACTION ITEMS/FIRST READING</u>		15 min.
1. Policies and Procedures	Exhibit B1	
2. Fall 2007 Faculty Hiring Recommendations Attachment	Exhibit B2	
C. <u>DISCUSSION/INFORMATION ITEMS</u>		30 min.
1. Automatic External Defibrillator (AED)		
2. Library Resource Center (LRC) FPP Approval		
3. Bond Update		
D. <u>REPORTS OF PLANNING COUNCILS</u>		15 min.
1. Administrative Services Planning Council – Bonnie Ann Dowd		
2. Human Resource Services Planning Council – John Tortarolo		
3. Instructional Planning Council – Berta Cuaron		
4. Student Services Planning Council – Joe Madrigal		
E. <u>REPORT FROM RAC</u>		10 min
F. <u>REPORT FROM TRC</u>		
G. <u>REPORTS OF CONSTITUENCIES</u>		15min.
1. Administrative Association – Tom Plotts		
2. Associated Student Government – Neill Kovrig		
3. Confidential/Supervisory Team – Jenny Akins		
4. CCE/AFT – Becky McCluskey		
5. Faculty Senate – Brent Gowen		
6. PFF/AFT – Rocco Versaci/Julie Ivey		
H. <u>OTHER ITEMS</u>		



**STRATEGIC PLANNING COUNCIL
MEETING MINUTES
April 18, 2006**

The regular meeting of the Palomar College Strategic Planning Council was held on Tuesday, April 18, 2006, in SU-18. The meeting was called to order at 2:03 p.m. by Berta Cuaron.

ROLL CALL

Members Present: Akins, Barton, Bishop, Colwell, Cuaron, Doran, Dowd, Faulkner, Fernandez, Frady, Gowen, Halttunen, Ivey, Madrigal, McCluskey, Plotts, Thompson, Waite
Recorder: Cheryl Ashour
Members Absent: John Tortarolo
Guests: Jayne Conway, Kelly Hudson-MacIsaac

A. MINUTES

1. Approve Minutes of April 4, 2006

MSC to approve the Minutes of April 4, 2006 with revisions

B. ACTION ITEMS/FIRST READING

1. Policies and Procedures (Exhibit B1)

The District Policies and Procedures Update Governance Structure Group Request form was discussed. It was decided to add the Director of Research and Planning to the membership list. The proposed name of the group was changed to "District Policies and Procedures Review".

MSC to move this item to action

MSC to approve the District Policies and Procedures Review Task Force, to include the above revisions

2. Fall 2007 Faculty Hiring Recommendations (Exhibit B2)

Berta Cuaron distributed and discussed faculty hiring recommendations for fiscal year 2007-2008. 18 positions were prioritized. Discussion ensued. Revisions were made to the document. This item will return for action at the May 2, 2006 meeting.

C. DISCUSSION/INFORMATION ITEMS

1. Automatic External Defibrillator (AED)

Jayne Conway reported that eight defibrillators were purchased last year for use by the District. She listed the location of each one. Ms. Conway requested input regarding future funding and expansion of the defibrillator program. To expand the program gradually, where every three or four years a new defibrillator is purchased and the program maintained, the cost is \$1,000/year. To add a new defibrillator each year, the cost is \$3,000/year. A defibrillator costs \$2,200 and lasts 5-7 years, after which the unit will need to be replaced. After discussion, it was decided that the maintenance and purchase of additional defibrillators will be an institutional expense. Bonnie Dowd will figure out where in the budget the funds will come from. Ms. Conway will find out the optimum number of defibrillators for a District of our size.

Discussion ensued on institutional expenses and the need for an institutional budget to be established for those items that benefit the District as a whole.

2. Library Resource Center (LRC) FPP Approval

The progress of the Library Resource Center (LRC) FPP was discussed. Kelly Hudson-MacIsaac presented a history and timeline of the project. The location, size, and use of the building were described. The FPP is due July 1, 2006. If anyone has questions, they are welcome to contact Ms. Hudson-MacIsaac.

3. Bond Update

Robert Deegan outlined the need for a bond to meet student need, both on the San Marcos campus and in the outlying portions of our District. He stated that the majority of the bond funds will be used to

renovate the San Marcos campus. He discussed how centers are funded and the reasons why the District plans to build centers in the southern and northern portions of our District.

D. REPORTS OF PLANNING COUNCILS

1. Administrative Services Planning Council

Bonnie Dowd reported that ASPC will meet in a week.

2. Human Resource Services Planning Council – no report

3. Instructional Planning Council

Berta Cuaron reported that IPC approved the recommendations on faculty positions, discussed budget, and looked at institutional review at their last meeting.

4. Student Services Planning Council

Joseph Madrigal reported that at their last meeting SSPC discussed staff concerns regarding emergency response. They reviewed the reassignment of Tom Plotts to include the Chief of Police position.

E. RESOURCE ALLOCATION COUNCIL

Bonnie Dowd reported that RAC met April 11. They discussed FY 2004-05 ending fund balance and funding scenarios for ending balances. Dr. Dowd distributed and discussed a document outlining the 2005-06 budget, from the beginning balance through the anticipated ending balance. She explained how the 2006-07 budget will be built.

F. REPORT FROM TECHNOLOGY RESOURCE COMMITTEE

Bonnie Dowd reported that there were 23 people at the first TRC meeting. They decided to form sub-groups in order to accomplish specific tasks. A sub-group was formed to deal with spam and email issues.

G. REPORTS OF CONSTITUENCIES

1. Administrative Association – No report

2. Associated Student Government – No report

3. Confidential/Supervisory Team – No report

4. CCE/AFT – No report

5. Faculty Senate – No report

6. PFF/AFT – No report

H. ADJOURNMENT

There being no remaining items the meeting was adjourned at 4:00 p.m.

Meeting adjourned at 4:00 p.m.

Faculty Hiring Recommendations for 2007-08

Instructional Planning Council - Approved April 13, 2006

Priority	Department
1	Biology
2	Religious Studies
3	Geography
4	Anthropology
5	Communication
6	Radio
7	Spanish / Italian
8	Psychology
9	Child Development
10	Business
11	PE / Athletics (Baseball)
12	Drafting Technology
13	Graphic Communication
14	PE / Athletics (Soccer)
15	Photography
16	Mathematics
17	Cabinet & Furniture
18	CSIS

* Nursing
* Nursing
** Counseling
** Librarian

* Not part of the Full-time Faculty Obligation

** Review projected Fall 2007 faculty headcount on September 1, 2006. At this time, headcount will be compared to agreed upon baseline data.



GOVERNANCE STRUCTURE GROUP REQUEST

Request submitted by Bob Deegan						Date 4/18/06	
Proposed Name of Requested Group District Polices and Procedures Review							
	Council		Committee		Subcommittee	X	Task Force
Action Requested:				Add		Delete	Change
Role, Products, Reporting Relationships: Role: Working in consultation with a representative from CCLC, the task force will thoroughly review and recommend updates on Board policies to comply with legislative changes and to reflect appropriate and current language. Upon Board approval of policy updates, appropriate planning councils and/or committees will update procedures or develop new procedures to support the updated policies.							
Products <ul style="list-style-type: none"> Updated District Board policies 							
Reporting Relationship Superintendent/President							
Meeting Schedule: Fridays (time to be determined)							
Chair: Superintendent/President							
Members:							
<ul style="list-style-type: none"> Two (2) Governing Board members Two ((2) Faculty Senate representatives (appointed by Faculty Senate) One (1) PFF representative (appointed by PFF) One (1) CCE/AFT representative (appointed by CCE/AFT) One (1) AA representative (appointed by AA) One CAST representative (appointed by CAST) One ASO representative (appointed by ASO) Vice President for Instruction Vice President for Student Services Vice President of Finance and Administrative Services Vice President of Human Resource Services Director of Research and Planning 							

Reviewed by Strategic Planning Council:
 4/18/06 First Reading
 Approved

Comments: