



**ANTELOPE VALLEY COLLEGE**  
**STRATEGIC PLANNING & BUDGET COUNCIL (SPBC)**

September 19, 2012  
2:30 p.m. – A151

**1. PUBLIC COMMENTS**

There were no public comments made.

**2. APPROVAL OF MINUTES**

A motion was made and seconded to approve the August 15, 2012 SPBC meeting minutes. Motion carried.

**3. BUDGET UPDATE**

The Board of Trustees adopted the budget, which reflects the tax measures in November failing which would be a loss of \$3.5 million and leave AVC's reserve at 8.01%. Currently, there is not a restoration plan in place if the tax measures pass. D. Keelen created a document (Appendix D) that provides clarification on the impact of Proposition 30.

D. Keelen presented the California Community College Sound Fiscal Management Self-Awareness Checklist (Appendix E), which is a mandated list from ACCJC and was suggested to be an item within the budget. The budget and finance subgroup will vote on the measurement tool and will be given to SPBC for review.

**4. SUB-GROUP PROGRESS REPORTS**

- **Human Resources Sub-group**  
There was no report made by the sub-group.
- **Facilities Sub-group**  
There was no report made by the sub-group.
- **Communications Sub-group**  
There was no report made by the sub-group.
- **Educational Master Plan Sub-group**  
There was no report made by the sub-group.

**5. HIRING REQUESTS**

- **Clerical Assistant II, Financial Aid (APPENDIX A)**  
Prior to SPBC, the budget and finance committee approved the position. A motion was made and seconded to table the position until an MOE was available in regards the

financial aid structure in regards federal regulations. The vote was passed with 10 in favor and 4 opposed.

➤ **Skilled Maintenance Worker (APPENDIX B)**

Prior to SPBC, the budget and finance committee approved the position. A motion was made and seconded to approve hiring of the position with the final vote of 9 in favor, 1 opposed, and 2 abstentions.

➤ **Executive Assistant to the Superintendent/President (APPENDIX C)**

Prior to SPBC, the budget and finance committee approved the position. A motion was made and seconded to approve hiring of the position with the final vote of 14 in favor, 0 opposed, and 0 abstentions.

**6. OPEN FORUM**

S. Turner NOTE FROM SHANE opened by indicating he wanted to come back to the main SPBC body to clarify the process for proceeding with recommendations that had been collected as a part of the cost cutting project. He stated that based upon the Budget Reduction Task Force's understanding, recommendations would be evaluated and cost determine by the Task Force. The Task Force would vote on whether to forward each recommendation to the Executive Council for further action. Once the Executive Council had made a determination about whether to pursue each recommendation, those dispositions would be forwarded as information items back to the main SPBC body.

There was confusion in regards to the decision making process in regards the cost savings taskforce. The previous discussions concerning the decision-making process of this task force were not found in any of the previous minutes. The faculty Co-Chair of SPBC understood the process to be that the task force was to present their recommendations to the main SPBC committee, and then to the executive council. A motion was made and seconded to have the task force make a recommendation and send it forward to the executive council for a final decision and presented to SPBC as an informational. The vote was 11 in favor, 4 opposed, and 0 abstentions.

**7. AJOURNMENT**

A motion was made and seconded to adjourn the September 19, 2012 SPBC Meeting at 3:20 p.m.

**ATTENDANCE**

Co-Chairs			
Maria Clinton, Academic Senate President		Dr. Karen Cowell (proxy for Sharon Lowry)	
Attendees			
Dr. Ed Beyer	Pamela Ford	Diana Keelen	Shane Turner
Dr. Liette Bohler	Dr. Charlotte Forte-Parnell	Katherine Mergliano	Dr. Les Uhazy
Newton Chelette	Dr. Lee Grishman	Sherri Padilla	Dr. Jill Zimmerman
Dr. Jackie Fisher	Jack Halliday	Jenell Paul	
Kim Fite	Cynthia Hoover	LaDonna Trimble	