

(DRAFT)



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

June 18, 2014

2:30-4:00 p.m. – SSV 151

1. CALL TO ORDER AND ROLL CALL

Dr. Ed Beyer, Academic Senate President and Dr. Meeta Goel, Dean of Institutional Effectiveness, Research and Planning, called the meeting to order at 2:40pm.

2. OPENING COMMENTS FROM THE CO-CHAIRS

Dr. Meeta Goel announced that there's a sign-in/log-in sheet for the SPBC meetings. Dr. Beyer commented on the President's responses to the SPBC recommendations for the 2014-2015 Tentative Budget. Also, Jerene informed everyone that the minutes will be posted on the website.

3. OPEN COMMENTS FROM THE PUBLIC

None

4. APPROVAL OF MINUTES

a. May 28, 2014 (attachment)

A motion was made and seconded to approve the minutes of May 7, 2014 and May 14, 2014. Corrections were made to the spelling of "Sherri Padilla" and "Brenna Humann" names. The attendance list, exhibit 'A' of the budget packet hand-out, and results from the May 28, 2014 meeting will be attached to the final minutes. Motion passed with 14 Favor; 0 Opposed; 0 Abstentions.

5. REPORTS

a. Budget and Finance Sub-Committee: Ms. Diana Keely & Dr. Ed Beyer (hand-out)

Dr. Beyer gave a synopsis of the Budget and Finance Sub-committee. The sub-committee reviewed exhibit A of the budget packet as presented, and voted on each item. There were several items not recommended. It was a full meeting.

b. Facilities Subgroup: Mr. Doug Jensen

No report

c. Human Resources Subgroup: Mr. Mark Bryant

No reports

d. Communications Subgroup: Ms. Bridget Razo

No report

e. Educational Master Plan: Dr. Meeta Goel

Dr. Goel reported that she would like to receive more input on the progress of the EMP and the seven goals. She asked the committee for suggestions. For example, should she look at the areas and individual's responsible for each of the objectives on the EMP, and contact them and get an update status of the progress for 2013-14? She stated that the group needs to close out 2013-14, and move forward with 2014-15. LaDonna Trimble gave an example of the Transfer Advisory Committee meeting, and she noticed how Dr. Grishman put his minutes together to align them with the EMP in terms of the progress that has been made in connection with the EMP transcript. Dr. Goel asked for input regarding starting a sub-group to work on the details and bringing it to the SPBC. Dr. Zimmermann said that the purpose of the plan is to bring people from across the campus to work on the EMP. Dr. Goel shared that the President asked us to think about our goals for the future, and progress thus far.

6. ACTION ITEMS

None.

7. DISCUSSION ITEMS

a. & Moving Forward with Future Planning – Drs. Meeta Goel & Ed Beyer

Dr. Goel shared with the group that on June 17, 2014 there was Board Retreat for looking at our progress to date, the environmental scanning data and looking into the future. They also brainstormed for how they are going to tweet their 2014-15 goals, and add on things for 2015-16. The President's plan is to add on a third year next year in order to get to that goal. Part I of the presentation was the Environmental Scan Data, and Part II sharing the successes and leading up to the brainstorming. Dr. Goel discussed with the group the presentation on AVC's successes, entitled "Education That Enriches Lives and Builds Futures" At Antelope Valley College: What Will Get Us There? Part I – Ancillary Information.

8. INFORMATIONAL ITEMS

Dr. Ed Beyer informed the SPBC of the President’s responses/actions of the recommendations for the 2014-2015 tentative budget that were sent forward to the President.

- 1) **\$500,000 Classified Staffing Resource Allocation:**
 - SPBC Recommendation: Not to accept
 - Presidential Action: Include in Budget
- 2) **\$314,362 Management Positions for Purchasing, Systems & Infrastructure Purchasing, and Maintenance & Operations:**
 - SPBC Recommendation: Not to accept
 - Presidential Action: Include in Budget
- 3) **\$387,113 for Retiree Health Liability:**
 - SPBC Recommendation: Not to accept
 - Presidential Action: Include in Budget
- 4) **\$25,000 President’s Innovation Fund:**
 - SPBC Recommendation: Not to accept
 - Presidential Action: Agree
- 5) **\$50,000 Executive Council Professional Development Fund:**
 - SPBC Recommendation: Not to accept
 - Presidential Action: Agree
- 6) **\$40,000 Reserve for the Affordable Care Act:**
 - SPBC Recommendation: Not to accept
 - Presidential Action: Include in Budget
- 7) **\$71,173 Faculty Positions Stair-Stepped to General Fund:**
 - SPBC Recommendation: Not to accept
 - Presidential Action: Include in Budget

Dr. Beyer informed the committee that the President provided a rationalization for each of these actions to SPBC’s recommendations, and emphasized the President’s opening statement to the SPBC recommendations as follows: “I wish to convey my thanks to the SPBC and Budget and Finance Sub-Committee for their consideration and work with the 2014-15 tentative budgets. He appreciates your efforts and has reviewed your recommendations.”

Kim Fite asked if the President received an explanation on why SPBC voted on the tentative budget recommendations. Dr. Beyer’s response was, “he probably did not, unless they were posted in the minutes.” Dr. Goel asked if he the President saw the minutes, and the response was ‘yes’. Kim also wanted to know if the President had any questions, and Dr. Goel’s response was that she didn’t converse with him about whether he had any questions. Dr. Beyer’s explained that the recommendations went forward to the President, along with Exhibit A. Dr. Beyer also explained that although it would’ve been his responsibility to give the President a copy of the recommendations, a copy was probably given to him by Heidi during her meeting with the President and Diana Heidi. Kim also asked about the process and how are the recommendations suppose to be sent forth to the President from the SPBC? Dr. Beyer’s response was that Kim asked a good question, and don’t think it’s ever been written down. It would either come from the two co-chairs, but in this case it came from Diana. Dr. Goel went on to explain that the President receives information from the co-chairs, but in this instance, he received it from the minutes and Heidi because she asked to meet him. Pamela Ford asked if the President received the Rubric that was used in the SPBC meeting on the voting, and Dr. Beyer couldn’t confirm if he did or not. The committee continued the discussion with a lively and robust conversation. Pamela went on to explain that she piggy backed on Kim’s questions, because she didn’t know the process for how information goes forward. She always assumed that the co-chairs forwarded all of the information to the President. Also, she would like to know if there’s a written process for how the information should go forward.

9. SPBC ADMINISTRATIVE BUSINESS

a. 2013 – 2014 SPBC Meetings

July 17, 2013	October 16, 2013	January 1, 2014	April 2, 2014
August 7, 2013	November 6, 2013	January 15, 2014	April 16, 2014
August 21, 2013	November 20, 2013	February 5, 2014	May 7, 2014
September 4, 2013	December 4, 2013	February 19, 2014	May 21, 2014
September 18, 2013	December 18, 2013	March 5, 2014	June 4, 2014
October 2, 2013		March 19, 2014	June 18, 2014

10. OPEN FORUM

11. ADJOURNMENT

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

Dr. Ed Beyer	Dr. Meeta Goel	(Brenna Humann for) Bridget Razo	Dr. Jill Zimmerman
(Carol Eastin for) Dr. Liette Bohler	Dr. Lee Grishman	Richard Shaw	
Kim Fite	Jack Halliday	LaDonna Trimble	
Pamela Ford	Jenell Paul	Maria Valenzuela	
MEMBERS ABSENT		GUESTS/EX-OFFICIO MEMBERS	
Carolyn Burrell Mark Bryant Doug Jensen	Diana Keelen Vacant-Student Rep Dr. Erin Vines	Dr. Les Uhazy Joseph West	Jerene Kelly Ed Knudson