

D R A F T



**ANTELOPE VALLEY COLLEGE
JOINT STRATEGIC PLANNING & BUDGET COUNCIL (SPBC) AND BUDGET & FINANCE UB
COMMITTEE MINUTES
May 14th, 2014
2:30 p.m. – L201**

1. CALL TO ORDER AND ROLL CALL

Dr. Ed Beyer, Academic Senate President, Dr. Meeta Goel, Dean of Institutional Effectiveness, Research and Planning and Diana Keelen, Executive Director of Business Services called the meeting to order at 2:35 p.m.

2. OPENING COMMENTS FROM THE CO-CHAIRS

No comments.

3. OPEN COMMENTS FROM THE PUBLIC

No comments.

4. APPROVAL OF MINUTES

As this was a special joint meeting, the minutes from the May 7th, 2014 SPBC regular meeting will be approved at the May 28th, 2014 SPBC meeting.

5. ACTION ITEMS-Diana Keelen & Dr. Ed Beyer

a. Purchasing Manager, Tentatively Range 31, \$104,787 (attachment)

The group was informed that there are three management positions (listed here under a-c) as a result of the reorganization. Discussion revolved around Budget & Finance being where number of positions and the funds required for these positions is determined, while college areas put forth which positions are needed. It was questioned why these positions were going to the HR subcommittee when faculty positions didn't go there. Need to look at all of the positions at SPBC. Don't have that information. Need to look at how much money is available for CMS and administrative positions, then allocate amount and fill based on priority. What is the process? How we have done it for the last five years. Business Services: this is how we have filled supervisory positions in the past. A motion was made to approve the Purchasing Manager position. Motion failed. A motion was made and seconded for the Budget & Finance Sub Group to table the Purchasing Manager position until there is a process defined for bringing forward CMS positions. Motion carried: in favor-4; opposed-2; abstained-1. Another motion was made to pull action items b-c and seconded. The motion was amended so that co-chairs were to codify the process, but this motion was withdrawn. The co-chairs and others agreed that a process needed to be clarified, however this meeting was not the time to be working on improving the process. The college needs to be responsive to current needs and be agile while we develop and implement new processes. These are urgent positions that couldn't have been foreseen and that is what is being addressed here. The CMS group had issues with the three CMS positions and manner in which they were put forth and said that the "green sheets" are the existing process. The reorg came out in October. Don't know how urgent this is. A motion was made for the Budget & Finance Sub Group to pull action items a-c and seconded. Motion carried: in favor-4; opposed-1; abstained-2.

b. Maintenance & Operations Manager, Tentatively Range 31, \$104,787 (attachment)-pulled

c. Systems/Infrastructure Manager, Tentatively Range 31, \$104,787 (attachment)-pulled

d. 3 Faculty positions stair-stepped 25% in 2014-2015 from Title V Grant \$71,173 (attachment)

After a little discussion, a motion was made to that the Budget & Finance Sub Group recommend this and seconded. Motion carried: in favor-4; opposed-3; abstained-1. A motion was then made and seconded for SPBC to vote on this motion approved by Budget & Finance. The joint group asked where the written justification for the three faculty positions was. It was pointed out that the justification was in the grant. Some more discussion followed regarding the college not being legally mandated to absorb these positions until 2016-17. A motion was made for SPBC to approve the three faculty positions with written justification in the grant and seconded. Motion failed to carry: in favor-7; opposed-8.

6. DISCUSSION ITEMS

a. Banner Enterprise System

It was questioned whether we had looked at other products besides Banner? We have been patching with products that don't do what we need-they don't talk to one another. It was pointed out that because we are a Banner school this product exceeds any other product in this sector.

b. 2014-2015 Tentative Budget

Diana Keelen reviewed the various sections of the 2014-15 Tentative Budget with the group. We are waiting for the State Adopted Budget. She shared the good news about how the college was starting to be restored with 305 FTES, which is between the 2007-08 to 2008-09 funded FTES.

7. INFORMATIONAL ITEMS

8. 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 14, 2014
September 18, 2013	December 18, 2013	March 5, 2014	May 28, 2014
October 2, 2013		March 19, 2014	June 18, 2014

9. OPEN FORUM

11. ADJOURNMENT

The meeting was adjourned at 4:35p.m.