



MINUTES
STRATEGIC PLANNING OVERSIGHT AND
BUDGET DEVELOPMENT COMMITTEE

September 2, 2009 * A126

<u>Member Name, Position Title</u>	<u>Present</u>
Glenn Roquemore, President	<input checked="" type="checkbox"/>
Craig Justice, Vice President of Instruction	<input checked="" type="checkbox"/>
Gwen Plano, Vice President of Student Services	<input checked="" type="checkbox"/>
Karima Feldhus , Dean, Humanities and Languages, Social Sciences and Library Services	<input checked="" type="checkbox"/>
David Gatewood, Dean, CTE. & Workforce Development	<input checked="" type="checkbox"/>
Wendy Gabriella, Instructional Coordinator for Academic Programs	<input checked="" type="checkbox"/>
Lisa Allen Davis, Academic Senate President	<input checked="" type="checkbox"/>
Stephen Rochford, Academic Affairs Chair, Co-Chair SPOBDC	<input checked="" type="checkbox"/>
Bill Hewitt, Supportive Services Representative	<input checked="" type="checkbox"/>
John Edwards, Director of Facilities	<input type="checkbox"/>
Davit Khachatryan, Director of Fiscal Services, Co-Chair SPOBDC	<input checked="" type="checkbox"/>
Diane Oaks, Chair, Enrollment Management, Marketing & Outreach Committee	<input checked="" type="checkbox"/>
Christopher Tarman, Research and Planning Analyst	<input checked="" type="checkbox"/>
Angela Mahaney, Classified Staff Representative	<input type="checkbox"/>
Susan Sweet, Classified Staff Representative	<input checked="" type="checkbox"/>
Chris Hacela, Student, ASIVC Representative	<input type="checkbox"/>
Diana Walker, Budget Control/Fiscal Officer, Note Taker	<input checked="" type="checkbox"/>

The committee welcomed two new members of SPOBDC, Karima Feldhus who will replace Keith Shackelford and Lisa Davis Allen who is the new Academic Senate President. In addition, the committee made a change to the SPOBDC membership by adding the Instructional Coordinator for Academic Programs filled by Wendy Gabriella.

- I. Minutes** of the 8/05/2009 meeting were tabled for further editing.
- II. Actions of the Executive Council:** Davit Khachatryan presented the actions of the Executive Council on proposed strategies (Attachment A) and offered the following comments:

EC 1-Strategic planning set-aside is intended to achieve efficiencies and institutional improvements.

EC5- Funds intended to address college-wide emergencies and time-sensitive matters.

P-1-Selective Reviews will go hand-in-hand with EC-1 above. A plan will be developed in the near future.

P-7-Training and Conference/Police - Glenn Roquemore noted that the emergency training would not be limited to Campus Police only and will include other members of the emergency operations team of the college.

I-5- Craig Justice noted that the budget augmentation for mileage, conferences and contract printing for Honors was denied because the need did not materialize and funds existed in the current budget.



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III. Categorical Project Presentations (continued)

a. Career Technical Education Projects (David Gatewood)

Tech Prep (Project 002)- The categorical allocation project budget has been reduced to \$67,750 in federal funds to reflect the reversal of one-time funds received last year. Funds are allocated to area High Schools for technical support and services related to technical preparation of future students. *No formal recommendation made by the committee.*

Title I-C/Perkins (Project 006) - The budget for this project is driven by the District based on a survey that students take when first registering by answering 5 questions. Saddleback College receives more funding since it offers more vocational classes. Further review of the coding system would be necessary to possibly secure more funding through this project. *No formal recommendation made by the committee.*

Projects 203 and 223 – Teachers Preparation Pipeline Grant – The grant is to assist students in preparation for the career of a teacher by, among other things, allowing them to shadow the instructor during a class. *No formal recommendation made by the committee.*

Project 243 - CTE Career Development, Work-Based Learning Linkages - Irvine Valley College was selected to be the fiduciary holder for this new grant in the amount of \$500,000. This is a two-year grant to be spent by 6/30/11. *No formal recommendation made by the committee.*

b. Capital Outlay Projects (John Edwards)- tabled

IV. Research Data Analysis - Chris Tarman led the committee's discussion on various options for reviewing and updating the college's existing research materials. *The committee formed an ad-hoc work-group composed of SP committee chairs and chaired by Chris Tarman to review and divvy up the research materials for SP committees' review.*

Chris Tarman gave a preview of a newly created IVC Research Request Form that will eventually be located under MySite and used for research requests. This will also be connected to the Strategy Form currently in use. *The form was accepted by the committee.*