Wednesday, March 19, 2014
3:00 p.m.
SS 104
Final
Summary Notes

MEMBERS PRESENT
Michael Dennis, Tami Engman, Chris Gaines (phone), Anita Janis (phone), Lee Lindsey, Tami Matsumoto, MaryGrace McGovern, Crystal Morse, Dan Potts (phone), Steven Roper, Carla Spalding and Lorie Walsh.

CALL TO ORDER
The meeting was called to order by committee co-chair Michael Dennis

ACTION

APPROVAL OF MEETING NOTES
The meeting notes from February 19, 2014 were approved with revisions; the final version will be posted on the website.

FINALIZE PLAN FOR REVIEWING RESOURCE REQUESTS
There was discussion regarding the plan for reviewing resource requests. The committee agreed unanimously to include rankings from Technology Planning and Facility Planning subcommittees, which reaffirmed the current process. The committee’s continued discussion noted the cumbersome process and suggestions were made to improve the process. For example, resource requests are entered in Word by departments, but must then be copied and pasted into Excel and then rearranged to prepare for ranking. It would be more efficient to have departments enter resource requests directly into the Excel template.

Vice President Lindsey advised the committee that he is currently working on a special report to ACCJC that is due on April 15. The report will outline a three year budget plan to address Other Post-Employment Benefits (OPEB) financing and to develop a three year cash flow plan. A draft of the report will be reviewed at the next regular board meeting on April 1. The committee agreed to meet and make a recommendation regarding finalization of the special report on Wednesday, April 2.

RESOURCE REQUESTS
Vice President Lindsey asked the committee for input and suggestions regarding the resource requests. He noted that this is an opportunity for discussion before the actual rankings process begins.

There was also discussion regarding how the resource allocations could be linked to Student Learning Outcomes (SLOs) and it was noted that this is done during the Program Review process.

ADJOURNED 4:00

SUBMITTED lw