

SPD Committee Meeting – January 8, 2007
Central Campus 17/315
Minutes

Call to Order

Patrick Ellingham, chair, called the meeting to order at 1:43 p.m.

Members present:

Patrick Ellingham, Kyra Belan, Judy Davidoff, Jerry Enloe, Jennifer Phoonkeao and Pat Senior as Ex Officio.

Approval of the Agenda

A motion to approve the Agenda was made by Jerry Enloe and seconded by Judy Davidoff. The Agenda was unanimously approved as submitted.

Minutes

A motion to approve the December minutes was made by Judy Davidoff and seconded by Jennifer Phoonkeao. Motion carried.

Budget Overview – Pat Senior

Pat Senior reviewed the Budget Sheet noting that a \$111,088 balance remained in the Travel fund with \$36,880 (including hand carries) in requests pending for January. There was a Program fund balance of \$49,694 with \$34,875 in pending January requests.

Old Business

The committee reviewed and discussed the college's policy regarding hotel tax exemption. Jennifer Phoonkeao brought information from Ann Kennedy regarding the exemption. To summarize, the exemption is only for hotels/resorts located in Florida and it is up to their discretion whether or not to honor the exemption even with the college's American Express card. Jennifer Phoonkeao was asked to speak to Bob Persiano about availability of tax exemption certificates in business card size.

New Business

A new item on the agenda is the possibility of SPD funding travel expenses for Adjunct Faculty. As stated by Pat Senior, BCC policy mirrors the Florida State Board of Education Administration Rules, and neither the policy nor the rules state that Adjuncts cannot be funded. The only place it does state that Adjuncts cannot be funded is in the SPD Operating Guidelines. The committee discussed and collectively stated they would individually address each situation where an Adjunct would like SPD to fund their travel expenses. A letter of support for the Adjunct would also be a key factor in the committee's decision. Jennifer Phoonkeao was asked to gather information about what other schools around the state were doing regarding Adjunct funding.

Travel & Program

There were 21 regular travel proposals and three additional hand carry requests to be reviewed by the committee. All twenty-four proposals received the recommendation of the committee.

17P-11 "Environmental Awareness Week"

After review and short discussion, the committee recommended the program with a stipulation that written articulation be provided and that these non-recurring funds be used by June 30, 2007.

17P-12 "Seminole Arts and Culture Symposium"

The committee discussed the option of placing chickee huts around South campus. Several questions were addressed: who will maintain the huts; can written articulation from the tribe be provided; and will the funds be used by June 30, 2007? After discussion with the program manager and the committee, the program was recommended with a stipulation that written articulation from the Seminole tribe be provided and no future SPD funds be requested for either maintenance or upkeep of the chickees.

17P-13 "Conversation Café"

The committee reviewed the program and came up with questions to be addressed by the program manager. The program was tabled and will be discussed at the February SPD meeting.

Adjournment

The meeting adjourned at approximately 3:30 p.m.