

**SPD Committee Meeting –April 2, 2007  
Central Campus 17/315  
Minutes**

**Call to Order**

Patrick Ellingham, chair, called the meeting to order at 1:37 p.m.

**Members present:**

Patrick Ellingham, Jerry Enloe, Jennifer Phoonkeao, Leo Sloan, Dr. Edna Chun and Pat Senior as Ex Officio.

**Approval of the Agenda**

A request to add Dr. Chun to the Agenda before the Budget Overview was made. A motion to approve the amended Agenda was made by Jerry Enloe and seconded by Leo Sloan. The Agenda was unanimously approved as submitted.

**Minutes**

Pat Senior requested a clarification regarding item 5, old business, March meeting. Full-time temporary employees will get same SPD travel treatment as full-time regular employees; Adjuncts still do not receive funding. A motion to approve the March minutes was made by Leo Sloan and seconded by Jerry Enloe. Motion carried.

**Dr. Chun**

Dr. Chun, VPHR, expressed her thoughts on SPD. She states it is a marvelous program and it makes a difference in the retention of employees. She would like to preserve the 2% funding for future fiscal years.

**Budget Overview**

Pat Senior reviewed the Budget Sheet noting that a \$500,595 balance remained in the Travel fund with \$20,378 in requests pending for April as well as \$6,000 (\$6,641 if award increase is approved) in requests for the 2007-08 fiscal year. There was a Program fund balance of \$38,819 with \$24,000 pending in a previous request. Pat also stated she would like the Holcombe Institute name be changed to CRA/Faculty Liaison (CC#147112).

**Old Business**

Before the committee could finalize the 2007-08 SPD Guidelines (General/Operating) and the Travel/Program forms, Dr. Chun requested to take the forms to President's Cabinet for review.

**New Business**

The committee discussed SPD funding for BCC International Study/Travel (i.e. SPD funding for employee to attend a BCC related trip). It was decided all requests are welcome for committee review and discussion. Next, the committee reviewed the draft of the 2007-08 SPD plan. A request was made by Pat Senior and Dr. Chun to write a formal request to Bill Pennell (John Thorton-possibly) asking for any remaining SPD funds to be rolled over to the 2007-08 FY.

**Travel / Program (no programs for April)**

There were 16 Travel proposals for April and 3 Travel proposals for FY 2007-08; Jerry Enloe moved and Leo Sloan seconded a blanket recommendation to recommend all proposals. Motion carried.

**Adjournment**

The meeting adjourned at approximately 3:25 p.m.