

SPD Committee Meeting – May 5, 2008
Central Campus 17/419
Minutes

Call to Order

Leo Sloan, chair, called the meeting to order at 1:37 p.m.

Members present:

Leo Sloan, Debbie Brecker, Mariana Coanda, Patrick Ellingham, Emily Howard, Mia Ocean, Colleen Quinn; Jennifer Phoonkeao (PD&T) and Pat Senior as Ex Officio.

Approval of the Agenda

A motion to approve the Agenda was made by Emily Howard and seconded by Pat Ellingham. The Agenda was unanimously approved as submitted.

Minutes

A motion to approve the April minutes, as amended, was made by Emily Howard and seconded by Pat Ellingham. Motion carried.

Budget Overview – Pat Senior

Leo Sloan inquired how the SPD budget was doing. Pat Senior stated she had a meeting with the VPHR and the President who said there will be cuts to the 2008-09 FY SPD budget; the budget cuts will be across the board. Tuition Reimbursement will not likely be cut, as this is an employee benefit. President Armstrong asked Pat S. and Dr. Chun to request a meeting with the CFO in creating the new SPD budget plan and a meeting with the VPAA (Donna Henderson) to review the needs of the Baccalaureate program. The President also asked about past scenarios in which sabbaticals were paid from the SPD fund. If we were to do that in the 2008-09 SPD plan Sabbatical funding would cost \$675,000 out of the expected \$1.3M SPD fund. The CFO would like the proposed SPD plan to include statements for each category of the plan such as, "As of June 30, 2008 we expect to expend \$X amount in this category." Mr. Sloan would like to know when a decision will be made regarding the Plan; Pat S. said she was not sure when she and Dr. Chun would be meeting with the CFO and as soon as she knew she would let Leo know.

Old/New Business

Per a committee member's inquiry, Jennifer Phoonkeao will find out if a travel proposers' supervisor has the 'authority' to reject an SPD request and never allow it to go through the e-Form process.

Travel

There were twelve 2007-08 travel proposals and the committee recommended 11 for approval; two were recommended with the stipulation they must stay under the \$1,500 maximum, as they had previously been awarded SPD funds for the FY. One proposal was not recommended because the committee questioned the lack of evidence as to how this sustainability conference will help the instructor's English students (Motion to not recommend and seconded; vote 4:3 to not recommend). There were four 2008-2009 travel proposals and the committee recommended all four for approval, pending the approval of the 2008-09 SPD Plan.

Program

There was one program presented and it was tabled for additional information. There were questions about the overall program purpose and a need to provide more specific explanations for several questions of the proposal, as well as an answer to the question, how will the outcomes be measured?

Adjournment

The meeting adjourned at approximately 3:14 p.m.