

**SPD Committee Meeting –May 7, 2007  
Central Campus 17/315  
Minutes**

**Call to Order**

Patrick Ellingham, chair, called the meeting to order at 1:36 p.m.

**Members present:**

Patrick Ellingham, Jerry Enloe, Judith Davidoff, Barbara Klemm, Elizabeth Black and Pat Senior as Ex Officio.

**Approval of the Agenda**

A request to amend the Agenda was made. A motion to approve the amended Agenda was made by Patrick Ellingham and seconded by Barbara Klemm. The Agenda was unanimously approved as submitted.

**Minutes**

A motion to approve the April minutes was made by Jerry Enloe and seconded by Barbara Klemm. Motion carried.

**Budget Overview**

Pat Senior reviewed the Budget Sheet noting that a \$500,595 balance remained in the Travel fund with \$23,171 in requests pending for May. There was a Program fund balance of \$14,819 with \$10,486 submitted requests for May. Pat Senior stated the rollover of SPD funds to the 2007-08 FY was requested.

**Old Business**

Pat Senior summarized the President's Cabinet meeting. The President's Cabinet requested information on the number of SPD proposals and projections of costs for an adjunct training program. Pat Senior stated that the breakdown last year of the 305 people who traveled, 17% were PTS, 35% were Administrators and 34% were Faculty. Pat Senior stated that the President's Cabinet did not vote yes or no to funding SPD for full-time temporary and adjuncts.

**Travel / Program**

There were 23 Travel proposals for May, 19 Travel proposals for FY 2007-08 and 1 Program proposal. Patrick Ellingham brought up a question about the rental car cost for 17T-249, he asked that a conditional acceptance be granted with the caveat of obtaining additional information. Barbara Klemm had a question regarding 18T-6. Jerry Enloe stated that there was a concern that there was not trip itinerary, Judy Davidoff made a motion to deny, Barbara Klemm seconded the motion, 18T-6 was not recommended for approval. Patrick Ellingham had a question regarding 17T-250. The question was if online courses could be taken for less cost, Jerry Enloe made a motion to approve, Judith Davidoff abstained, Barbara Klemm opposed the motion, Jerry Enloe also opposed the motion. 17T-250 was not recommended for approval. Discussion of 17T-256 was regarding training offered at BCC, Judith Davidoff made a motion to approve, Barbara Klemm seconded the motion. There was a unanimous vote to approve 17T-256. Pat Senior stated that two hand carry proposals were brought to the meeting (17T-271 and 17T-270). Jerry Enloe made a motion to approve them, Judith Davidoff seconded the motion and both hand carry proposals were unanimously approved.

**Adjournment**

The meeting adjourned at approximately 3:45 p.m.