

PLANNING AND BUDGETING COUNCIL

Minutes: October 23, 2003

Present: Mark Robinson (new member); David Yee; Joanne Low; Keith McAllister; Ron Bixler; Susan Lopez; David Gallerani; Athena Steff; Don Griffin; Denton Crews; Bob Gabriner

1. Annual Plan 2004/5

Discussion on how to construct the annual plan for 2004/5 given the new Strategic Plan Implementation Schedules. A sample of one page was used to discuss how to translate the implementation schedules over to the annual plan. Concern was voiced about the number and scope of the activities in the strategic plan schedules. It was agreed that a draft plan would be developed and reviewed by the Chancellor and the Vice Chancellors. After the review and modification of the draft annual plan, it would be circulated to all appropriate college bodies for review and modification. The draft of the Annual Plan will contain only the appropriate strategic plan activities; all action plans and other parts of the schedule will be appended to the draft for information only.

2. Draft Flow Chart

Discussion by PBC members. Vice Chancellor Griffin reported the academic deans expressed concern about the workload issues and how would all the action plans be accomplished in the time allotted. It was agreed that the draft annual plan should reflect a realistic set of objectives for the year.

3. Core Performance Indicators

The draft report has been sent to all PBC members for review. The draft will be modified and completed in November.

4. Status Report: Strategic Plan Implementation Schedule

The final draft of the schedules will be completed by early November with minor editorial modifications to the draft passed by the PBC in September. A few substantive proposals will be sunshined to the PBC at the November meeting.

5. Status Report: Planning/Budgeting Guide

A complete review of the guide was completed in Spring 2003. A redraft of the guide will be completed before the end of the Fall 2003 term.