Strategic Planning & Budget Committee Minutes
May 18, 2016 – 3:00pm
Room: Board Room

Chair: Guy Hamilton*

Vice-Chair: Vacant

Note-taker: Julie Bathke*

Administrative/Exempt	**Classified Staff**
Jennifer Coogan*	Jenifer Aydelotte
Guy Hamilton*	Ruslana Chernetska
Cathy Otto*	Paul Fernandez
Veronica Zura*	Donna Langley*
TBD	TBD

Faculty	**Students**
Shana Calaway*	Chronos Chow
Jim Elenteny	Laura Humiston*
Ginger Villanueva	TBD
Tim Wright*	TBD
TBD	TBD

Ex Officio	**Guests**
Bayta Maring*	
Stuart Trippel*	

*indicates attendance

I. Approval of minutes from meeting on May 4, 2016

The minutes were not reviewed at this meeting.

II. Update on Strategic Plan and "steering committees"

Stuart shared information about the upcoming Campus Community Update meeting and the "gallery walk" to showcase the steering committees that will be formed. It was noted that SPBC will be advisory for two of the strategies on the Strategic Plan.

III. Update on 2017-18 aSAP schedule

Guy shared that a Fall Quarter aSAP submission process will not begin in Fall 2016. A similar timeline to what was previously developed may be adapted for use in Fall 2017.

IV.   Subgroups work on assigned closing the loop reports

The committee divided into four subgroups to review the Closing the Loop reports that had been submitted for the 2015-16 awarded aSAPs.

V.   Full group discussion of 2015-16 aSAP reports

The group reconvened and reported out on their reviews:

Tracking Number	Title	Notes
58	LYNX KeyPro V10 System - Emergency Assistance Panic Alert	This is currently in a pilot phase. Recommend follow-up within 6 months.
60	Data Analyst: Increasing capacity for data-informed decision-making related to student success	Position hired in February. Recommend additional follow-up.
73	The Return of Continuing Education at Shoreline Community College	Recommend continued follow-up. Noted that this program needs additional support and advocacy.
85	Budget staff: College-wide Improvements in Grant and Fiscal Compliance	Position now hired and funded through indirect costs. No additional follow-up needed.
87	Music Department Office Assistant	Objectives were met. No additional follow-up needed.
88	Instructional Tech: Improve Educational Offerings and Experience for Students in STEM (Physics and Engineering)	Software was implemented; no follow-up needed for the temporary funding. A new aSAP has been submitted for the position.
90	Americorp Volunteer Position	Project completed; no additional reporting needed.
91	Stabilize Associate Dean position funding	Project completed; no additional reporting needed.
92	Apple platform management solution	Project partially complete and some components will launch in Fall. Additional follow-up needed.
99	New Program Coordinator for Tutoring Services	This appears to be a big success. Recommend one more follow-up after the coordinator has passed 6-month probationary period.

100	Permanent Full-Time Program Assistant for Testing and IBEST support (Transitional Studies) * For all transitional studies	Project successful and complete. No follow-up needed.
108	Threat Assessment Training for STAT	Project successful and complete. No follow-up needed.
110	Improving Learning Spaces and Campus Events through Coordinated Media Services	Project on track. Recommend follow-up in Fall quarter.
111	Equity and Social Justice Program Coordinator	Position not scheduled to start until Fall quarter. Recommend additional follow-up.
115	I-BEST Team Teaching Enhancement and Program Coordination	This program is ongoing, and another aSAP has been submitted for the upcoming year. Additional follow-up needed, potentially in conjunction with additional aSAP.
118	Bridge-to-College Math Collaboration	Program just getting started. Additional follow-up needed.
119	Convert Temporary Full Time Dental Hygiene Position to Tenure Track Position	Position was hired and will be converted to tenure-track in Fall 2016. More information about student pass rates will be forthcoming after testing results available.
121	Math Learning Center	Completed and successful. No follow-up needed.
122	Student/Peer Welcome Desk in Foss	Completed and successful. No follow-up needed.
123	Hire a Hourly Employee to Support the Global Affairs Center	Completed and successful. Follow-up for quantitative data.
129	Student/Peer Welcome Desk in PUB	Project not started due to construction. Recommend follow-up in Fall quarter.
136	Career Navigator for Manufacturing	Project is still ongoing. Needs follow-up next year.
146	VISTA employee to support females in STEM	Project barely started. If funding rolled over to next year, will need additional follow-up.
147	Academic Services Program Coordinator	Position hired in March. Follow-up needed next year.
150	All-Campus Community Book Read	Project successful and complete. No additional follow-up needed.

Cathy reported that she is continuing to follow-up with the remaining 2014-15 aSAP awardees who need to submit Closing the Loop reports.

It was noted that the next SPBC meeting will be from 3:00-3:30pm.

VI.   Open Comments

No additional comments were shared.

Submitted by Julie Bathke