

**COLLEGE PLANNING COUNCIL**

**MINUTES**

**May 25, 2006**

**Council Members Present:** Fiona Baxter, Karen Blondeau, Tom Byrnes, Suzette Dohany, Ray Enger, Fitzroy Fahrquharson, Jean Marie Fuhrman, Keith Houck, Susan Kelley, Lana Powell, Darlene Powers, Shawn Robinson, Jovan Trpovski, Rose Watson, Dave Williams

**Council Members Absent:** Ruth Prather, Joyce Romano, Linda Vance, Kaye Walter, Bill White

**Council Staff Present:** Thomas Greene, Helene Loiselle, Rita Moore, David Rogers

**I. Welcome and Introductions**

Fitzroy Farquharson convened the meeting and welcomed new members appointed to replace members whose terms expired in April, including Karen Blondeau representing Professional Staff Council; Suzette Dohany, serving as CPC “Chair in training” representing collegewide faculty; Ray Enger, representing Osceola Campus faculty; Lana Powell, representing West Campus faculty; Shawn Robinson, representing deans, and Rose Watson, Faculty Association Vice President/President Elect.

**II. Report: Council Member Orientation**

David Rogers distributed a handout outlining proposed content for new Council member orientation for all governing councils. He invited CPC members to suggest what should be included in the orientation. Fiona Baxter proposed to work with David to extract parts of the document for use at Employee Orientation. Susan Kelley explained the CPC’s use of consensus to reach agreement, rather than requiring formal voting.

**III. Minutes of April 27, 2006 Meeting**

**Action: The Council approved by consensus the Minutes of the April 27, 2006, meeting as circulated.**

#### **IV. Learning Activity**

Susan Kelley and Fitzroy Farquharson led a discussion of Jim Collins' monograph Good to Great for the Social Sectors and its implications for the Council's work. The members discussed the thought questions sent out in advance of the meeting, noting the ways in which the monograph provides insight into the strategic planning process.

#### **V. Report: Budget**

Keith Houck discussed highlights of the Quarterly Financial Indicators report provided to the Board of Trustees at the May meeting. He noted that the College is projected to end the fiscal year on June 30 in the black, rather than needing to access the fund balance as had been projected at the beginning of the fiscal year. This is due to lower than expected need for Overtime and Part-Time expenses, as well as the fact that the College had a higher than expected number of vacant position. He also updated the Council on budget preparations for 2006-07, noting that Senior Staff will be reviewing the various unit's budget requests, using the principles and priorities, and then make recommendations to the President. The budget will be presented by the President to the Board of Trustees in June.

#### **VI. Action Item: SBI Extension Request**

David Rogers reported a recommendation from the Budget and Financial Advisory Group (BFAG) that a request from Karen Borglum be approved to extend the ending date of SBI #002, funded in 2004-05, entitled "EAP Placement Reading of the LOEP Essay", which would roll unexpended funds remaining in that SBI forward for expenditure in the 06-07 fiscal year. The project was originally funded in 04-05 and continued into the 05-06 year. The funds remaining amount to \$9,710 and will be used to support faculty reading of LOEP essays for more accurate placement of EAP students. David noted that the request had also been approved by the Learning Leadership Team.

**Action: The Council approved by consensus the request to extend the ending date of SBI #002 "EAP Placement Reading of the LOEP Essay" to June 30, 2007.**

#### **VII. Report and Action Item – Plan for Planning**

On behalf of the Plan for Planning committee, Susan Kelley presented a narrative, timeline, and organizational chart for strategic planning. Susan noted that the Senior Staff had reviewed the draft materials on May 19, and added to the list under item 2 in the narrative "long term facilities strategies."

The Council members discussed the draft materials and recommended that two deans be added to the Planning Committee and that each campus be adequately represented.

**Action: The Council agreed by consensus to recommend the plan to the President, with the edits noted above.**

#### **VIII. Appointment of Planning Task Forces**

Action: The Council agreed by consensus that the Council co-chairs would issue a collegewide call for volunteers at appropriate times for each task force, ask appropriate career service, faculty and professional groups to name representatives, ask for input from the Senior Leadership Team, and present the recommended membership of each of the task forces to the Council and the President.

#### **IX. Schedule of Meetings for 2006-07**

A proposed schedule of meetings for 2006-07 was provided to the Council. Jean Marie invited the Council to hold some of its meetings at the Winter Park Campus, and the Council agreed to explore holding October's meeting at Winter Park as well as one additional meeting in the Spring of 2007.

The Council explored the possibility of adjusting the July meeting date in order that some members be free to meet with a consultant coming the college, but alternate dates were not found to be workable, and thus the next meeting will be held as scheduled at 2:30 p.m. on July 27, 2006, on West Campus in 6-202.

The meeting adjourned at 5:00.