

**STRATEGIC PLANNING BUDGET COMMITTEE
MEETING
December 2, 2011
3:00p – 4:00p
Room 9202**

Members	Present?
Camila Anzi	Yes
Bob Francis, Chair	Yes
Ann Garnsey-Harter	Yes
Elizabeth Hanson	Yes
David Holmes	Yes
Ernest Johnson	Yes
Gary Kalbfleisch	Yes
Amy Kinsel, note taker	Yes
Linda Lui	No
Ann Martin-Cummins	No
Claire Murata	Yes
Doug Palmer	Yes
Lynette Peters	Yes
Arlene Strong	Yes
Kanpong Thaweasuk	Yes
Bern Wegeleben	Yes
Linda Weir, Vice Chair	Yes
Kira Wennstrom	Yes
Holly Woodmansee	No

Others
Joe Duggan, <i>ex officio</i> Daryl Campbell

Agenda:

Agenda Item #1: Call for volunteer note taker - Linda – Amy volunteered

Agenda Item #2: Review and adjust agenda – Linda – Agenda approved

Agenda Item #3: Review and approve minutes from previous meeting - Linda

Discussion: Add Kanpong Thaweasuk to member list on minutes. Minutes approved as amended.

Action items: None

Agenda Item #4: Budget Cutting Process and SBPC's Role - Daryl

Daryl provided an update on the state budget and talked about the campus budget process.

The Governor's budget includes a 13 percent cut and revenue proposals. If the revenue proposals do not go through the effective cut for the CTC's maybe as high as 23 – 29 percent. It is unclear at this time what the Governor's buy-back proposal for tax increases means. The college will have to make cuts but the question is how long will we be able to bridge the cuts – if there will be a bridge at all. Using reserve funds to cover cuts is a one-time, stop-gap option.

For Shoreline, a 13 percent cut equals approximately \$2.5 million. Tuition increases will not cover all of whatever cut we experience. The 12 percent tuition increase covers the existing cuts but not supplement cuts. In addition, the 12 percent cut is not fully retained at the college. Shoreline's approach will be to plan conservatively and to work on adding income to supplement the tuition revenue.

The question is how do we explain this predicament to the campus as the timing and impact is as yet unknown. Members of the Committee recommended that Daryl provide an update in DAAG explaining why the cuts are still needed. The Committee members were reminded that we all need to get the information out to our constituencies. The message moving forward is that we are trying to get control of our revenue streams so that we are not so dependent on decisions from Olympia.

Daryl then talked about the budget process. The college isn't able to have a strategic budget process right now, in the sense of allocating resources based on the college's mission. Instead we are forced to have a budget-cutting process. PSET is the decision making group. The group starts with level-funding assumptions then cuts whatever amount the state tells us to cut. In other words, the college has to decide what it isn't going to be able to do next year because we won't have the funds to do them.

The budget cutting process includes decisions, proposals, scenarios, and consultations with deans, directors, committees such as BRST, and the unions. Considerations include communications, input, transparency, review and reflection on proposals, inclusiveness, rationale, and closing the loop. As the budget cutting process is taking place there are other budgeting realities that must be considered including external information, data, the college's Strategic Plan, the Core Themes, and resources or funding levels.

Discussion: The Committee members talked about the importance of transparency and trust on campus and noted that, in the past, there was a lack of trust in the data used to make decisions.

SPBC's role was discussed. What product (if any) SPBC should produce and the means and processes for reaching members of campus community to encourage or gather ideas, information, data questions, corrections. It was suggested that President Lambert should provide rationale to the campus for decisions that are made. Some of this information is shared with groups such as Op-Com but not with the whole community. It was determined that the timeline with the data and rationales will run from January to June.

Action Items:

- A. Daryl will prepare talking points to be used by the Committee members when communicating with constituencies.
- B. Administration will set the timeline.
- C. SPBC will add the recommended process to the timeline.

Agenda Item #5: Campus Internationalization Leadership Team (CILT) – Bob

Bob explained the background and provided a handout concerning CILT. The Leadership Team includes Chip Dodd, Bob Francis, Larry Fuell, Mark Hankins, Mimi Harvey, and Mari Kosin.

He also handed out information on the Global Awareness Assessment Project noting that a stipend and/or release time is necessary to do a genuine assessment on whether or not the college is meeting Global Awareness General Education outcomes.

Discussion: It was suggested that an additional component be added to the assessment, that of multicultural competency – communicating across differences, power and privilege, assumptions.

Action Items: None

Agenda Item #6: Update on Veteran's Action Plan – Elizabeth
Postponed to next meeting.

Meeting adjourned at 4:40 pm.

Next meetings:

January 18
February 1
February 15
February 29
March 7