# Educational Master Planning Committee December 3, 2010, 11:00 a.m. Board Room

# **Attendees**

#### Members:

	Alfredo Cuellar		Becky Green		Bill Gay		Brian McNeece
X	Bruce Seivertson		Carol Hegarty	X	Cathy Zazueta		Daniel Gilison
X	David Drury		David Zielinski	X	Dawn Chun		Ed Gould
	Ed Wells	X	Efrain Silva	X	Eric Lehtonen	X	James Patterson
X	Janis Magno		John Lau		Jose Lopez		Jose Ruiz
	Kathy Berry		Krista Byrd	X	Kseniya Kareva	X	Lianna Zhao
	Michael Heumann		Rick Goldsberry		Susan Moss	X	Suzanne Gretz
X	Taylor Ruhl	X	Ted Ceasar	X	Terry Norris		Tina Aguirre
X	Todd Finnell		Toni Pfister	X	Travis Gregory		Trini Aguelles
	Valerie Rodgers		Victor Jaime		Vikki Carr		

### **Guests:**

Mike Nicholas Grace Espinoza

# Call to Order

Meeting called to order at 11:08 a.m. by Kathy Berry, Vice President for Academic Services.

# **Discussion and Actions**

- VP Kathy Berry reported that due to the delay in providing departments with the data needed to complete both annual and comprehensive program reviews, it would be necessary to reset the program review and planning timelines. The annual program review web application won't be available for departments to begin building their 2011-2012 annual program review budgets (GEN 1) until January 12, 2011. The committee was reminded that the GEN 1 budget is not the final budget but rather a planning budget.
- Following discussion, the committee agreed to the following deadlines:

Annual Program Review January 26, 2011 Comprehensive Program Review March 11, 2011

If the Business Services Office declares a status quo budget for 2011-2012, funds can be reallocated among the 4000 and 5000 accounts as long as there is no net increase in the total amounts.

Kathy encouraged the deans and department chairs to work with faculty and staff in their areas to complete comprehensive program reviews.

# <u>Adjournment</u>

Kathy Berry adjourned the meeting at 11:25 a.m.