

# Palm Beach Community College

## Minutes

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### **STUDENT ACTIVITIES FUNDING COMMITTEE TRAINING**

February 10, 2009

**3:00 p.m.**

**Conference Room B, Lake Worth**

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#### **ITEM 1.     **Introductions****

Discussion:   All introduced themselves, sharing their major or position, and campus attended. Carl Morrison was unable to attend. Albert Moore attended for Jessica Rodriguez.

Data source:   Committee membership

Action:        None

#### **ITEM 2.     **Review of Training Manual****

Discussion:   Dr. Anderson reviewed the sections of the manual, including the mission statement, instructions, possible activities, criteria to consider requests and the budget process. The annual timeline, 2008-09 final budget allocations and formerly funded programs were also discussed.

Data source:   Training Manual

Action:        Committee members should review the manual in depth before the first hearing.

#### **ITEM 3.     **College Wide Versus Campus Funding****

Discussion:   Dr. Anderson explained that allocation of monies to college wide requests and campus full time positions will ultimately determine the amount of monies given to each campus to budget locally. Dr. Anderson announced that VP/Provosts had approved a full time financial aid position for the Lake Worth Campus. This will bring the allocation of full time positions more in line with the percent of students on each campus. VP/Provosts have also approved a new college wide coordinator

of student activities position for 2009-10. Dr. Anderson is unsure of the impact of these two positions on the budget, but will determine impact and draft the coordinator job description before the February 26 hearing. Significant discussion followed about whether a club that exists on more than one campus could request funding from the college wide process. It was stated they could, but then could not go back to the campus budget for a secondary request. Lengthy discussion of transportation costs highlighted the need for a written procedure, as well as final determination of vehicle purchase this spring. It was requested the campuses have first priority on a new small bus. It was obvious transportation procedures need to be reviewed and written.

Data Source: None

Action: Dr. Anderson will review existing and proposed position salaries to determine impact on funding allocations.

#### **ITEM 4. Travel Reimbursement**

Discussion: Dr. Anderson asked the students to work with their Campus Coordinator of Student Activities to process travel reimbursement following the last hearing. Paperwork should be forwarded to her office for payment.

Data Source: None

Action: Students contact Campus Coordinator for assistance.

#### **ITEM 5. Student Activities Funding Hearings and Procedures**

Discussion: Reminder the first hearing will be on Thursday, February 26 at 3pm in the same location. A second hearing is scheduled for Wednesday, March 4 at 3pm. At the second meeting recommendations will be finalized.

Data Source: None

Action: Please plan to attend. Dr. Anderson will send all requests for funding to the committee as soon as possible after the February 23 deadline.

#### **ITEM 6. Other**

Discussion: Dr. Anderson thanked the committee for their time, attention and lively participation!

Data Source: None

Action: None

Attendance:

Lake Worth: Rhona Nain  
Berdens Julecles  
Flavia Franco  
Albert Moore

Palm Beach Gardens: Craig Woolridge  
Lisa Archer

Boca Raton: Tasha Ludick)  
Krystle Smart

Athletics: Krystal Delph

Trustee: Ekeyiah Wallace

Cluster Dean Liaison: Nicole Banks

Faculty: Christine Bush

Coordinators: Olivia Morris  
Marcella Montesinos  
Marc (Jonathan) Davis  
Leonard (Earl) Bryant

VPSS & EM: Patti Anderson