**Strategic Budget Reduction and Future Planning Task Force**

**Attendees:**  Bradley Lane (co-chair), Kurt Buttleman (co-chair), Jennifer Strother, Toni Castro, Julienne DeGeyter, Scott Rixon, Veronica Wade, Annette Stofer, Cody Hiatt, Johnny Dwyer, Jim Jewell, Kao Lezheo, Mac Writt, D’Andre Fisher, Larry Cushnie

**Note Taker:** Emily Kiely

**Date: June 8, 2020** **Time:** 3:00-4:30 p.m.

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| **Item** | **Notes** | **Action/follow-up** | **Lead** |
| Review / approval of [notes from 5.27.20 meeting](https://scedu-my.sharepoint.com/personal/emily_kiely_seattlecolleges_edu/_layouts/15/Doc.aspx?sourcedoc=%7BE154EB60-683E-4244-944B-11F7133A2EA4%7D&file=05.27.20%20SBRFP%20Notes%20krb%20edits.docx&action=default&mobileredirect=true&CT=1591115934439&OR=ItemsView) | Meeting minutes amended and approved. |  |  |
| Review / approval of updated Guiding Principles | Bradley shared the Guiding Principles that a small group (Bradley, Kurt, Jim, Annette & Cody) worked on to include feedback from the last meeting. The committee agreed to remove “Make decisions in the best interest of the Seattle Colleges as a whole.” This principle is covered in principle #2. The Guiding Principles were approved by the Task Force. |  |  |
| Timeline review | Kurt reviewed the timeline for the committee and highlighted that the Chancellor and Presidents want initial recommendations July 1. |  |  |
| [Budget Reduction Strategies](https://scedu-my.sharepoint.com/:x:/r/personal/emily_kiely_seattlecolleges_edu/_layouts/15/Doc.aspx?sourcedoc=%7B5B463114-A2E2-481F-9FCA-C7E232C28FF3%7D&file=Budget%20Reduction%20Strategies%20Feedback%20Matrix%206.8.20.xlsx&action=default&mobileredirect=true) | The committee reviewed the list of Budget Strategies and added three more strategies.   * Freeze / reduce spending on supplies * Consolidation of programs and services * Eliminate part-time positions   The committee broke out into three groups to rate “impacts” of the various Budget Strategies. Impacts were noted as low-medium-high in the categories of:   * Savings potential * Impact on students * Impacts on bargaining agreements * Potential for inequitable impact   The committee reconvened and discussed their rankings.   * Groups discussed the need for more information. * It was noted that many strategies have a high potential for inequitable impact.   For next gathering – aggregate individual responses from surveys to see as a whole task force where these all land as a way of starting the discussion to inform the recommendations of the task force. |  |  |
| Communication to college community | A website for the Task Force will be created and frequent email updates will be sent to the larger Seattle Colleges’ community. | Task Force members will solicit feedback from their constituents and complete the budget survey by June 17. |  |
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