

Perkins V Local Committee Meeting
February 7, 2024 | 2:00 pm – 3:30 pm | B138

Purpose Statement: Prioritize Perkins projects based on community/educational (program) needs and the Comprehensive Local Needs Assessment.

Members: Stacy Lowry (Chair), Julie Barnwell, Kody Gilleo, Quincie Jones, Cheryl Simpson, Lisa Ward, Staci Weigum

Members in attendance: Stacy Lowry (Chair), Julie Barnwell, Quincie Jones, Cheryl Simpson, Lisa Ward, and Eleazar Ortega, Executive Council Liaison

Agenda			
Time	Topic	Responsible	Outcome
60min	Discuss back-up projects FY24	All	Decide on projects to have in the queue to spend down funds.
30 min	Perkins Process	All	Review process graph

Minutes		
Topic	Discussion	Action
Discuss back-up projects FY24	<p>Requests originally denied for 23-24:</p> <ul style="list-style-type: none"> NACTEi Conference-requested by Charla - \$2,150.00 Child Care Vouchers-requested by Charla - \$28,800.00 EDEC adjunct instruction-requested by Leanne Frost and Cindy Stevens - \$17,000.00 <p>Additional Requests still in play:</p> <ul style="list-style-type: none"> Lab Course Redesign for BIOH 201-requested by Leanne Frost. Paid with another index-could transfer funds - \$1,200.00. A&P Support for Summer-requested by Leanne Frost. May not be needed. Audrey will be leaving us - \$4,000.00. Addictions Counseling Adjuncts and Course Development-requested by Elfie Neber - \$50,000. <p>New ideas?</p> <ul style="list-style-type: none"> Quincie – ACTE conference, ~3-4k <p>Do we want to score back-up projects? Vote?</p> <p>Notes: Discussion about reallocating resources if funds are available (~10k). How to determine what reallocated resources should be used on. Community need and ability to spend funds quickly were factors, and whether it was included in the CLNA.</p> <p>Decided on 1) A&P support and 2) ACTE conference, and then 3) lab course redesign and 4) EDEC & SAAC (?) adjunct instruction if there are funds leftover.</p>	<p>Lisa will follow up with committee on summer payroll/when last day for Perkins positions can be (mid May and not June 30?).</p> <p>Stacy will follow up with committee regarding details on the A&P support request.</p> <p>Added 2.9.2024 – Stacy will submit an amendment for the ACTE conference and for travel changes for the HAPS conference in the next couple of days.</p> <p>May need to do an amendment for the A&P support person, but not at this time. Will wait to see if position is filled after Audrey’s departure. Audrey’s last day is March 29. The new hire may also be the new biology lab manager (position being vacated by Billie); however, Perkins will only fund the A&P Support part of the role, Perkins funds are not covering the biology lab manager</p>

		<p>position. Amendment will only be done if there is a change in the amount, there is no change to the position in regards to what Perkins is funding.</p> <p>Amendment for lab course redesign and adjunct instruction will be submitted in quarter 3 once we have a better idea of what our budget allows.</p>
Perkins Process	Reviewed infographic . Step 8 occurs last Friday of April, step 9 occurs "by July 1," and step 10 occurs around the fall semester.	Stacy will request that Ginny add a step that describes personnel requests need to go through Executive Council before submitting proposal, and add months to steps 8 to 10.
Next Steps	Create a committee handbook to describe internal processes, such as those additional steps and details not included in the infographic. This could be a future strategic goal for the committee.	