



PLANNING AND BUDGET STEERING COMMITTEE

Summary Meeting Notes from ZOOM Meeting

May 18, 2022

APPROVED September 7, 2022

Members Present: Co-Chairs: Daniel Berumen; **Management Reps:** Carlos Ayon; **Faculty Reps:** Jeanette Rodriguez, Marcus Wilson; **Classified Reps:** Nichole Crockrom, Carolina Santillan; **Resource Members:** Vivian Gaytan; **Student Reps:** Clarice Hamby; **Members Absent:** Rod Garcia, Malmi Vitharanage, Judith Quintana; **Resource Members Absent:** Melisa McLellan, Elaine Lipiz Gonzales, Celina Gutierrez. **Guest:** Gil Contreras.

The meeting commenced at 2:00 p.m. Since the secretary Melisa McLellan is attending District Training along with Malmi Vitharanage, today's meeting was recorded and Melisa transcribed the notes from the Zoom recording.

I. Approval of Meeting Notes: The May 4, 2022 Summary Meeting Notes were unanimously approved. The recording did not start until after the motion and second was stated.

II. Planning Update: Co-chair Daniel Berumen stated the planning item titled "Recommendation for Addressing Standard Non-compliance/Opportunity for Improvement" is an informational item for the PBSC committee that came from the Accreditation Steering Committee (ASC). Daniel shared the recommendation document on his screen for discussion because it was not available when the agenda was emailed. The ASC made this recommendation to the Institutional Integrity Committee (IIC) around some of the processes that occurred in PBSC. The recommendation is in the context of accreditation and accreditation requires collection of evidence and clarifying processes to show evidence that we are meeting various standards. The ASC reviewed some of the information we have been collecting and felt there was a gap between Program Review and PSBC in terms of the work we did last week in approving the budget (program review resource requests). Daniel stated that in the past, the PBSC has had discussions on what are the processes by which the Program Review Planning Committee (PRPC) uses to evaluate resource requests and what is their matrix/guide.

Per the recommendation, the ASC recommends the IIC coordinate with the PRPC and PBSC to review the College's procedures, policies, and practices related to planning, budgeting, decision-making and resource allocation. The recommendation also states that the committees should recommend a plan that includes: 1) Criteria for prioritizing budgeting requests endorsed by the shared governance groups, 2) Better alignment of the various planning and budgeting processes, and 3) Guidelines for ensuring transparency and clarity throughout the processes. (See recommendation).

The reason ASC gives is that from their point of view, the role Program Review plays in budgeting is not clear and that the Instructional and Non-instructional Templates are not aligned with various funding mechanisms and processes at the College. Marcus commented that the themes vary for PRPC each year, and they did not highlight budgeting this year, so we can only use the information they give us. Daniel replied that the recommendation is coming to all three groups, IIC, PBSC, and PRPC to coordinate together to improve that piece. He also stated Rod is good at walking us through the spreadsheet of resource requests to aid in our decision-making process of allocation resources. The ASC is asking for detailed information because as they are not on these committees and are required to write on these decisions, it is not always clear and not always out in the open, and they need to provide evidence on these specific processes and decisions. This recommendation will be worked on next year with IIC. Daniel dropped the recommendation in the chat and emailed the document to the PBSC members.

III. Budget Update (Program Review): Due to Rod's absence Daniel provided the Budget Update. The PBSC provided PAC (President's Advisory Group) with the 2021-22 Program Review recommendation we worked on last week. PAC approved the recommendation and it was accepted by Interim President Gil Contreras. Rod will allocate the approved funding to the appropriate budgets for use beginning Fall 2022.

III. Budget Update (Governor's May Revise): The May Revise was sent via email as an informational item along with today's agenda. The Revise was as expected, but Daniel stated he was surprised that they changed some outcomes and the Vision of Success has a specific matrix and there is an agreement between the chancellor and governor to expand some of those outcomes very slightly. One that stood out was they added a goal for dual enrollment stating that 50% of K-12 students graduate with at least a certain threshold of community college credits.

Gil stated what he thought was interesting was the early narrative around a potential recession looking forward to 2025 and he thinks we need to closely monitor that and that is a cautiously optimistic approach to it and there has been a huge amount of funds available every year and we need to monitor that. The other item of interest was the 5% increase in SEA allocation and Gil was not sure if COLA was also included. We have about 30 positions that fall under SEA funding and at this time with bargaining units receiving substantial salary increases, this could impact the budget in that area. Gil stated we need to continue to monitor the projections of future allocations and ensure categorical allocations are keeping pace with inflation and any COLAs going to general fund.

IV. Other/General Discussion: Gil thanked the PBSC for their work. Daniel thanked the members for getting the recommendation done in time and for all our hard work this past year. Daniel stated we would meet again in Fall 2022.

Meeting adjourned at 2:15 pm
Meeting Notes typed by Melisa McLellan from Zoom Recording
Next Meeting: September 7, 2022