



## PLANNING AND BUDGET STEERING COMMITTEE

### Summary Meeting Notes

November 6, 2019

APPROVED December 4, 2019

**Members Present:** **Co-Chairs:** Rod Garcia, Joseph Ramirez; **Management Reps:** Cyndi Grein, Rich Hartmann; **Faculty Reps:** Joshua Ashenmiller, Kim Orlijan; **Classified Reps:** Monica Hagmaier; **Student Reps:** Trenton Schamberger; **Resource Members:** Gil Contreras, Melisa McLellan, Vivian Gaytan, Catalina Olmedo; **Members Absent:** Nichole Crockrom, Mariam Ghallab.

The meeting commenced at 2:09 p.m.

**I. Approval of Meeting Notes:** The October 16, 2019 Summary Meeting Notes were unanimously approved by a motion from Richard Hartmann and seconded by Josh Ashenmiller; all were in favor.

**II. Planning Update:** None.

**III. AB19 Task Force Update / Recommendation:** Co-chair Ramirez reported that the AB19 Task Force completed its review and brought forth recommendations which were distributed at the meeting in hopes of receiving support from the PBSC committee. Additionally, the recommendations will be shared with the campus' shared governance committees, including Faculty Senate, and onto PAC before being presented at DCC. These recommendations contain the committee's views on how to allocate the funding and are open for edits before a final decision is made. This version was presented at the Management Team Meeting on November 1 and was discussed with the Financial Aid Director Greg Ryan to ensure it is in line with the College's Financial Aid procedures. Student Trenton commented that he recently learned many of the football team members were unaware of the program services and could benefit from them so he suggested we broaden awareness on campus. It was also mentioned that the dollar amounts be posted to the flip side of the recommendation document. The committee reviewed the document, discussed the suggestions, and invited Greg Ryan to the meeting to clarify some wording. The PBSC Committee proposed the following updates to the wording:

Under "Definitions" section, that #5 be written to mirror how the law reads.

Under "Proposal" section, that #1 be written to state "enrollment fees" rather than "tuition".

Under "Proposal" section, that #2 be written that health fees are "covered" rather than waived.

Under "Proposal" section, that #3 be changed from "Staff" to "Financial Aid" for clarity.

Under "Additional Ideas" section, that #2 be written to include "transportation" as a basic need.

Kim Orlijan made a motion to amend the recommendation as discussed and obtain support from both Faculty Senate and PAC. Rich Hartmann seconded the motion; all were in favor. The updated version will be emailed the committee members.

**IV. Budget Update:** Co-chair Garcia reported there is no new budget information to share.

**V. Other/General Discussion:** Vivian Gaytan reported that the journal entry to award the Lottery Funds was approved so the funds were released. As for the Instructional Equipment funding, she is waiting on three approvers to approve the journal entry and then she will release the funds. Lastly, Vivian is still waiting for some divisions to provide the budget accounts so she can enter the journal entry to distribute the Non-Instructional Program Review Resource funding.

Meeting adjourned at 2:54 pm

Meeting Notes taken by Melisa McLellan

Next Meeting: November 20, 2019