



PLANNING AND BUDGET STEERING COMMITTEE

Summary Meeting Notes from Hybrid Meeting February 15, 2023

APPROVED March 1, 2023

Members Present: Chair: Daniel Berumen; **Management Reps:** Carlos Ayon, Malmi Vitharanage; **Faculty Reps:** Jennifer Combs, Jeanette Rodriguez; **Classified Reps:** Nichole Crockrom, Carolina Santillan; **Resource Members:** Vivian Gaytan, Celina Gutierrez, Melisa McLellan; **Student Reps:** (Not yet appointed); **Members Absent:** None. **Guests:** Cristina Arellano and Monica Ernandes.

The meeting was held via hybrid format and commenced at 2:05 pm.

I. Approval of Meeting Notes: The February 1, 2023 Summary Meeting Notes were unanimously approved with a minor edit by a motion from Jennifer Combs, seconded by Nichole Crockrom.

II. PBSC Membership Composition: To close the loop regarding the discussion concerning United Faculty, Daniel stated that at the last PAC meeting, Dr. Olivo stated she would work with PAC, Faculty Senate, and the Faculty Union to have a discussion at the appropriate shared governance meetings.

III. ER 2.0 Plan: Daniel reported we have been receiving work plans, most recently from the International Student Center and from the Re-entry Program, and two more from Outreach and FYE. Daniel stated that Dr. Olivo is going to meet with the funded programs to discuss ways to collaborate and strategically plan how to use the funds.

Jeanette stated some funding for items from the last Program Review were sent to the Office of Campus Communication rather than directly to the programs themselves. Daniel reported that he is working on making sure the funds would be re-routed correctly.

IV. Accreditation Steering Committee Recommendation – Next Steps: Daniel reported that the three co-chairs of IIC, PRPC, and PBSC met to foster more transparency and identified small actionable items we could do right away:

- 1) Communicate with PRPC on items we approved. Daniel provided the document from last year of all the VPAS' s listings of prioritized resources and reasons why decisions were made.
- 2) Agreed to start working once PBSC receives the information from the Deans on the framework or prioritized list that would be documented. It was decided the group could lean on Carlos on what discussion would look like and how to create a form to do so.
- 3) Made agreement to come up with one item for discussion, and that item was to convert PRPC and PBSC into dual reporting committees. PBSC currently reports to PAC, and the PRPC currently reports to Faculty Senate, and there was discussion about more buy-in from non-instructional areas and more collaboration to foster a way to express to the campus on what goes on in these committees. The non-instructional areas expressed they felt disconnected as the self-study form did not document how they do their work and they were challenged when filling out the form, and if they had more input, they would feel more connected. Daniel opened the floor for discussion on what that would look like and thoughts on whether dual reporting would be a good idea. Vivian asked for the size of the PRPC, and Jennifer replied. Jennifer suggested that the first step in this discussion would be to hear from the PRPC

and ask for a proposal in that the PRPC would make a recommendation to Faculty Senate and likewise PBSC would need to have conversation to PAC along with rationale. If there is a buy-in then we swap to the two committees. We need to identify what are the advantages.

Each committee should propose what dual reporting means to them. For PBSC, what are the advantages? PBSC, Faculty Senate and PAC approve Program review and then transparency to campus community is lost and perhaps the dual reporting could help when it comes to disbursement.

Nichole stated that in the past with program review disbursement, we used to receive emails requesting the budget account for which the awarded funds would be deposited. There were times where money was available and people were not aware. As a result, communication has not been clear.

How will dual reporting change our work? Jeanette stated we have been working together and it would be nice to discuss since we will have new leadership soon. Carolina highlighted this is more of an organizational problem on how the budget is disbursed. She suggested we should emulate the grants process that has specific FOAPALs allowing us to spend it correctly. Melisa explained that she has been on PBSC for about 10 years and historically an award letter was emailed identifying the approved resource requests and included a request for the budget FOAPAL to where the funds should be deposited. Melisa also mentioned that those that state there is a lack of communication, the PBSC recommendation is sent to PAC for approval and acceptance by the College President and that members of shared governance groups are responsible for bringing back those approvals to their governance groups. Jennifer stated that Title V Ed Code provides guidance on why committees report to faculty senate rather than other groups, such as Classified Senate

V. Other / General Discussion: Jennifer thanked Daniel (and Danielle Fouquette) for bringing our mission and core values to the board and what we thought was going to be a 4-minute process was met with some resistance for a one-hour discussion. All shared governance groups have approved the items and the board made some recommendations and the end result was to approve core values with the expectation that all their input would be considered and revised in a year. Jennifer said the board did not approve the mission and the campus can look into input from Dr. Olivo and we need to move forward as they are linked to our strategic plans.

Meeting adjourned at 2:57 pm
Meeting Notes typed by Melisa McLellan
Next Meeting: March 1, 2023