



## PLANNING AND BUDGET STEERING COMMITTEE

### Summary Meeting Notes from Hybrid Meeting

December 7, 2022

APPROVED February 1, 2023

**Members Present:** **Co-Chairs:** Rod Garcia, Daniel Berumen; **Management Reps:** Carlos Ayon, Malmi Vitharanage; **Faculty Reps:** Jennifer Combs, Jeanette Rodriguez; **Classified Reps:** Nichole Crockrom, Carolina Santillan; **Resource Members:** Gil Contreras, Vivian Gaytan, Melisa McLellan; **Student Reps:** (Not yet appointed); **Members Absent:** None.

The meeting was held via hybrid format and commenced at 2:03 pm.

**I. Approval of Meeting Notes:** The November 16, 2022 Summary Meeting Notes were unanimously approved by a motion from Nichole Crockrom, seconded by Carlos Ayon.

**II. Planning Update:** The campus Mission and Core Values were approved at PAC (President's Advisory Council) and the next step is to place on the Board Agenda for approval.

The IIC (Institutional Integrity Committee) collected feedback on the draft at the in-person forum attended by about 20 people and from the on-line forum where 8 were in attendance. The College-wide Strategic Goals and Objectives were emailed via a link to a survey to all employees. The information will be used to align the goals and objectives to Program Review and any other plans. The group also met with the SEAC, Guided Pathways, Sustainability, Program Review, and Distance Education Committees and are working with the chairs to update the goals and objectives. Daniel will work over the break and take the revisions to the IIC for a final draft and then to the campus shared governance groups. Daniel stated we have the IE Plan and want that edited for a coherent piece. Daniel stated the IIC meets in February so it will go to Faculty Senate on February 16.

**III. Budget Update:** The ER 2.0 Enrollment and Re-Engagement was supported by PAC and Faculty Senate, and Dr. Perez, Interim FC President will need to officially accept. Area funding will be placed at the mercy of Dr. Perez. The goal is for it to be in place before the Spring semester, and Rod will work with the departments to determine where they want the funds. Once Dr. Perez accepts, we have the money already, but it will need to be allocated to the area budgets. The plan is to submit for the emergent conditions GF and Grant by the State – Grant has a special fund and District will create an Activity Code to track expenditures. Rod thanked the entire PBSC team and especially Daniel for working on this project and to Jennifer, Jeanette and Nichole for working with the shared governance groups.

The State Budget Update will be released in January, and Rod reported he would attend the next Budget Workshop on January 18, 2023 that will kick off the budget process once again. Until a budget is adopted, community colleges do not get any actual funds.

**IV. Other / General Discussion:** Jean Foster sent an email regarding UB Holds (Unpaid Balances) to start in the Spring for students with unpaid balances above \$100. District leadership developed a workgroup. President's Staff asked the Chancellor to review the process of targeting one group – those that pay Non-resident Tuition. The campus does not have the manpower or resources to administer payment plans for non-payment; Malmi stated we do not have a payment plan in place. Faculty had a lot of questions about the email, and asked how the workgroup was approved by the District. While the workgroup had some managers from Administrative and Student Services, there were no faculty on the workgroup.

Faculty Senate is concerned about the impact to students when this was not communicated earlier and may have a negative effect on international students and athletes. Rod is also concerned that he was not part of the workgroup given he is in charge of budget. We want what is best for the students, but do not want to make exceptions for some as we removed holds for those with unpaid balances less than \$100. The item was discussed at the Manager's Meeting, and concerns were voiced. Rod stated it was not discussed at President's Staff. Rod suggested faculty communicate concerns to Dr. Perez.

Meeting adjourned at 2:36 pm  
Meeting Notes typed by Melisa McLellan  
Next Meeting: February 1, 2023