



PLANNING AND BUDGET STEERING COMMITTEE

Summary Meeting Notes from Zoom Meeting May 15, 2024

APPROVED October 2, 2024

Members Present: Co-Chairs: Daniel Berumen, Henry Hua; **Management Reps:** Anita Carlos, Grant Linsell; **Faculty Reps:** Jennifer Combs, Jeanette Rodriguez; **Classified Reps:** Kelly Salazar; **Resource Member:** Melisa McLellan; **Members Absent:** Summer Marquardt, Eddie Prieto.

The meeting commenced at 2:06 pm via zoom.

I. Approval of Meeting Notes: The May 1, 2024 Summary Notes were unanimously approved after a motion was made by Jeanette Rodriguez and seconded by Kelly Salazar.

II. Approval of 2024-25 Meeting Schedule: Henry presented the 2024-25 Meeting Schedule and asked if there were any concerns or issues. The meetings will take place primarily via Zoom, with room 227 being available for in-person meetings. There were no updates to the schedule.

Henry announced that Daniel will no longer serve as co-chair of the PBSC, but will remain involved as a resource member. A new co-chair will be determined during the summer planning meeting, led by Daniel. Henry also discussed the upcoming SCUP Conference that he, Daniel and other committee chairs will attend that is focused on College Planning.

Jeanette attended a recent District CBF (Council on Budget & Facilities) meeting and concerns were raised whether or not the PBSC is a Brown Act Committee because we are administering tax dollars. The PBSC is not a Brown Act committee, but our meeting dates and meeting notes are posted to our website. We rely on legal advice of the District. PAC is not a Brown Act committee, and we are a subcommittee of PAC.

III. Program Review Recommendation to PAC – Update: The PBSC recommendation to PAC to approve funding for 51 of the 2023 Annual Program Review Update Form Resource Requests in the total amount not to exceed \$1,161,803 was approved by PAC on May 8, 2024. Daniel presented the recommendation at the PAC meeting, and in Table 2, he did share that we felt those four items should be funded, however other funds should be used as these were high-dollar construction projects. Table 3 included the items not endorsed for immediate funding by the PBSC.

IV. Summer Work Meeting PBSC & PRPC – August 12-13, 10 am – 3 pm: Daniel reported that the Summer Work Meeting in conjunction with the PRPC (Program Review and Planning Committee) is open to all PBSC and PRPC members. Full-time Faculty will be attending under Professional Expert Agreements with paperwork created by Melisa McLellan.

The make-up of the PBSC will be discussed as well as a new co-chair. Also, the Mission will be updated as well as get a head-start with Program Review for next year. Goal is to use technology to help aid in collecting information in the workflow and building the second half of how approvals are made and information shared with PBSC.

V. Other / General Discussion: Henry invited the members to join the meeting scheduled this summer with the PRPC on Tuesday and Wednesday, August 13 and 14 from 10-3 pm to review the charge of the PBSC and how we work together with the PRPC. Lunch will be provided. For those attending, please read the Integrated Planning Manual and be familiar with our Mission. Bridget Kominek will be joining the PBSC next year, and she is replacing Jennifer Combs.

Meeting ended at 2:43 pm

Meeting Notes typed by Melisa McLellan

Next Meeting: September 4, 2024