



Fullerton College

**Planning and Budget Steering Committee**  
Meeting Leads: Henry Hua and Bridget Kominek  
<https://vpas.fullcoll.edu/pbsc/>  
Meetings 1<sup>st</sup> and 3<sup>rd</sup> Wednesdays from 2-4pm

# Planning and Budget Steering Committee

## September 18, 2024 Summary Meeting Notes

Meeting Notes can be found in column below named  
**“ACTION/NOTES”**

## Meeting Notes approved on October 2, 2024

### Outcomes:

- Revise committee description
- Develop a plan for evaluating Enrollment and Reengagement (ER) funding requests
- Develop a plan for budget education for the campus

MAIN AGENDA				
TIME	TOPIC	PRESENTER	PURPOSE	ACTION/NOTES
2-2:05	Call to order, approval of the agenda, approval of notes	Henry and Bridget		<ul style="list-style-type: none"><li>• <a href="#">5/15/24 Notes</a></li><li>• <a href="#">9/4/24 Notes</a></li></ul>

2:05-2:10	Public comments	Henry and Bridget		No public comments
2:10-2:20	Co-chair report	Henry and Bridget	Update committee on issues related to PBSC	<ul style="list-style-type: none"> <li>Change in committee leadership—Bridget is now Acting Faculty Senate President and will co-chair this committee</li> </ul>
2:20-2:45	Committee description review and revision	Henry and Bridget	Review the PBSC committee description and propose revisions	<ul style="list-style-type: none"> <li>Action: committee description approved unanimously</li> <li>Revisions must be approved by Faculty Senate and PAC. Aim for 11/7 Senate meeting and 11/13 PAC meeting. Bridget will get on the Senate agenda and Henry will get on the PAC agenda.</li> </ul>
2:45-3	Budget education for the committee/campus	Henry and Bridget	Develop a plan for educating the committee members and the campus community about budget processes	<ul style="list-style-type: none"> <li>This is a task recommended to the committee at the planning retreat that took place over summer</li> <li>This should support the Program Review Annual Update (PRAU) process that is happening at the campus now—all programs are writing their PRAUs, due at the end of the semester</li> <li>Dr. Olivo has requested Henry present information on the Student Centered Funding Formula across campus—presentation scheduled for Classified Senate and Faculty Senate</li> </ul>

3-3:15	ER Funding planning	Henry and Bridget	Develop a plan for reviewing and considering ER funding requests	<ul style="list-style-type: none"> <li>The committee should be ready to act on requests at our 10/2 meeting</li> </ul>
3:45-4	Next meeting planning	Henry and Bridget		<ul style="list-style-type: none"> <li>Bridget and Henry will meet to preview ER Year 3 applications and come with recommendations to the 10/2/24 meeting</li> </ul>

## RESOURCES

- [Draft PBSC Committee Description](#)
- [Integrated Planning Build](#)