



PLANNING AND BUDGET STEERING COMMITTEE

Summary Meeting Notes

April 16, 2025

APPROVED on May 7, 2025

Members Present: **Co-Chairs:** Henry Hua, Bridget Kominek; **Faculty Senate Rep:** Ziza Delgado; **Management Rep:** Anita Carlos; Jeanette Rodriguez (proxy for Grant Linsell); **Classified Rep:** Gilberto Valencia; **Resource Member:** Daniel Berumen; **Guest:** Azin Biatani.

Call to Order: The meeting began at 2:04 pm.

Motion to Approve Agenda: A motion to approve the Agenda by Ziza Delgado; second by Jeanette Rodriguez; all in favor; no abstentions.

Motion to Approve Notes: The March 19, 2025 Meeting Notes were presented for approval. Motion to approve by Ziza Delgado; Second by Gilberto Valencia; all in favor; no abstentions.

Public Comments: None.

Co-chair Reports: Co-Chair Henry Hua reported there is a contractual issue to resolve with PowerApps911 regarding the Integrated Planning Software contract's "end date" and "timeline deadlines" in that PowerApps is requesting to finish the "Planning & Design" component before committing to future deadlines. The committee discussed some options and obtained consensus to commit \$8,500 towards the "Planning & Design" phase, and if the vendor is unable to deliver per our deadlines, then we would have the ability to cancel the contract.

Bridget reported that the Strategic Plan Draft Forums have concluded. The drafting group is meeting tomorrow to finalize the draft, and a final proposed plan will go to Faculty Senate, Associated Students, Classified Senate, and PAC over the next month. Once approved at the college level, the Strategic Plan will go to the NOCCCD Board.

Program Review Annual Update (PRAU) Resource Requests: The second batch of resource requests were reviewed by the committee and preliminary recommendations for funding were made. The remaining PRAU will be evaluated at our next meeting on May 7 to finalize our recommendation to be presented to Faculty Senate at their May 15 meeting and to PAC at their May 28 meeting. The VPAS Office will allocate funds over the summer.

Next Meeting: The next meeting is scheduled for May 7, 2025. We will review sections of the Integrated Planning Manual at the direction of the Accreditation Steering Committee (ASC).

Meeting adjourned at 3:57 pm.