



PLANNING & BUDGETING COUNCIL MEETING MINUTES

Wednesday, May 7, 2014

Building 2, Room 10 – 2:10 to 4:10 p.m.

Members Present: Allaa Aissi, Gregory Anderson, Lizette Bricker, Jennifer Castello, Loretta Davis, Patty Hall, Sarah Harmon, Doug Hirzel, Chialin Hsieh, David Johnson, Debbie Joy, Ruth Miller, Vickie Nunes, Karen Olesen, Martin Partlan, Mike Tyler

Ex-Officio: Larry Buckley - President

Members Absent: Ivan Evans, Patty Hall, Paul Naas, Robin Richards, Lezlee Ware

Guests: Lina Mira, Dave Vigo, Janet Stringer, Kim Lopez, Linda Hayes, Susan Mahoney, John Hashizume, Maggie Souza

<u>AGENDA ITEM</u>	<u>CONTENT</u>	<u>PRESENTER</u>
1) APPROVAL OF MINUTES	The minutes of April 16, 2014 were approved as submitted. The minutes of April 30, 2014 were approved as amended.	Doug Hirzel & Debbie Joy, PBC Co-Chairs
2) BUSINESS A. Review Basic Skills Plan Progress Report	In reviewing the Basic Skills Plan, reported that the Basic Skills Plan is a work in progress and will be refined as necessary. The initial plan has gone to the state. The Basic Skills Committee will have a discussion to change the name from Basic Skills to Student Success. A motion was made and seconded to accept the Basic Skills Plan. All members present agreed to accept the Basic Skills Plan. Discussion followed that included: <ul style="list-style-type: none"> • What do you think outcomes should be? Accreditation tells us these are all things that we have to do. What should we be getting out of these reviews? • Funding <ul style="list-style-type: none"> - No funding has been allocated to carry out the work described in the “Plans” - Is there funding available? - How do we start moving the action required from these plans into Fund 1 - The college needs to have a real discussion to prioritize what can be paid from Fund 1. • Objectives in the “Plans” - are the objectives critical? Do they guide us to where we want to go? Need to better prioritize college objectives. • Need to propose process for the college “Plans” that will include: <ul style="list-style-type: none"> - The approval process for their review - Their college funding source - Determine what we will do with information obtained 	Doug Hirzel, PBC Co-Chair Chialin Hsieh, Dean PRIE
B. Review	An update of the college Sustainability Plan was given that included members of the Sustainability	Susan Mahoney,

<p>Sustainability Plan Progress Report</p>	<p>Committee, its vision and goals, and programs and their status. It was noted that this is a work in progress and will be updated as necessary.</p> <p>Members of the Sustainability Committee include: Susan Mahoney – Chair, John Hashizume – Facilities Manager, Lisa Palmer – English faculty member, Peggy Perruccio – Fashion Design faculty member, Jai Kumar – Bookstore Manager, Krystal Johnson – DRC classified staff, Janet Stringer – Dean of Science and Technology, and student Jennifer Fitzgerald.</p> <p>The Sustainability Vision reads “Cañada College will be a model for environmental sustainability, inspiring and empowering our community to implement sustainable practices and promote social equity.”</p> <p>Sustainability Plan 11 Goals are comprised of :</p> <ol style="list-style-type: none"> 1) Campus and community awareness and involvement 2) Curriculum Development 3) The Built Environment 4) Energy conservation and efficiency 5) Water conservation and efficiency 6) Solid waste management 7) Transportation 8) Sustainable procurement 9) Renewable energy and onsite generation 10) Climate action plan 11) Sustainable plan management <p>Campus and community awareness and involvement so far have included:</p> <ul style="list-style-type: none"> ✓ Water Conservation Awareness – ongoing ✓ EV Charging Station event on 10/28/13 ✓ PV Groundbreaking event on 4/10/14 ✓ Earth Day event on 4/22/14 <p>In addition, the campus is looking at having a:</p> <ul style="list-style-type: none"> ✓ Sustainability website ✓ interpretive signage on all new projects ✓ behavioral reminders and education information ✓ new student, staff, faculty orientation ✓ increased student involvement <p>In addition, sustainability courses are being developed in our curriculum.</p> <p>The complete power point presentation is available on the PBC website to view.</p> <p>A motion was made and seconded to accept the Sustainability Plan submitted. All members present agreed.</p>	<p>Sustainability Committee Chair</p>
<p>C. Student Equity State Template</p>	<p>Student Equity Committee Co-Chair discussed and reviewed selected excerpts from the State Chancellor’s memo this past March pertaining to SSSP with Student Equity Plans. This included:</p>	<p>Robin Richards, VPSS Kim Lopez, Dean of</p>

	<ul style="list-style-type: none"> ✓ “In 1996, the Board of Governors amended its policy to establish the adoption of a student equity plan as a minimum standard for receipt of state funding.” ✓ “In January 2014, the Governor’s 2014-15 budget proposed to target \$100 million of additional Student Success and Support program funding to close achievement gaps in access and success in underrepresented student groups, as identified in local student equity plans. If proposed funding is approved in the final budget, colleges will be notified through a separate memo, notifying them of potential funding and asking for more detailed plans regarding how funding would be used to support improving equitable outcomes for all students.” ✓ SB 1456 require colleges to coordinate the development of the Student Success and Support Program Plan with the Student Equity Plan to ensure that each college has identified strategies to address and monitor equity issues as well as attempt to mitigate any disproportionate impact on student access and achievement. Colleges were further required to coordinate interventions or services to students at risk of academic progress or probation. ✓ The Chancellor’s Office strongly recommends that where possible colleges integrate student equity planning into college and/or district accreditation, educational master planning, program review, and basic skills planning processes. <p>The Student Equity Plan must be reviewed and adopted by local governing boards and submitted to the Chancellor’s Office by November 21, 2014.</p>	Counseling
D. Review Student Equity Plan Progress Report	<p>The Student Equity Plan was reviewed and discussed in detail. It was noted that the goals listed on page 4 of the plan align with the new template presented by the State.</p> <p>This is also a work in progress and will be updated as necessary.</p> <p>A motion was made and seconded to accept the Student Equity Plan. All members present agreed.</p>	David Clay & David Johnson, Student Equity Committee Co-Chairs
E. Budget Update	<p>Reported that we will have a \$1.6 million deficit in the General Fund this year. We will be \$2.3 million short for the 14/15 fiscal year and following two years as Measure G funding will no longer be available. Our District is looking at a possible backfill funding to address the shortage that the three colleges will be facing for the next three years. This could be a \$5 million dollar pot that would give each college \$555,000 a year (for three years).</p> <p>President Buckley informed PBC that we need to improve on our efficiency and find a better balance between our large and small classes. In doing this, we need to meet the student demand, enforce with more strictness, meet that largest number of students, and be more flexible.</p>	Larry Buckley, President
F. Resource Allocation Update	<p>Reported that Executive Vice Chancellor Kathy Blackwood would like to come to the college to review the proposed scenarios for the Resource Allocation. Suggested that a Special PBC meeting take place next week providing that the Executive Vice Chancellor is available.</p>	Doug Hirzel, PBC Co-Chair
G. Division/Committee Reports	<p>Instruction Office – Vice President Anderson reported that Anniqua Rana has been selected as the Dean of Athletics, Learning Center and Library and will be beginning on July 1st.</p>	Division Committee Reps

3) NEXT STEPS	Schedule meeting of PBC with Executive Vice Chancellor Kathy Blackwood.	Doug Hirzel & Debbie Joy, PBC Co-Chairs
4) MATTERS OF PUBLIC INTEREST	None	Doug Hirzel & Debbie Joy, PBC Co-Chairs
5) ADJOURNMENT	The meeting was adjourned at 4:10 p.m.	Doug Hirzel & Debbie Joy, PBC Co-Chairs