



PLANNING AND BUDGETING COUNCIL MEETING MINUTES

September 19, 2018

**INFORMATION ITEMS ONLY**

Room 2-10; 2:10 – 4:00 p.m.

**Members Present:** Hyla Lacefield, Jeanne Stalker, Martin Partlan, Nick Carr, Paul Naas, Tammy Robinson, Rachel Corrales, James Carranza, Max Hartman, Leonor Cabrera, Doniella Maher, Mary Chries Concha Thia, Karen Engel, David Meckler, Char Perlas, Debbie Joy

**Members Absent:**

AGENDA ITEM	
1. Welcome and Introductions Approval of Minutes	
2. Accreditation Update – possible QFE topics	Accreditation Co-Chair, Alicia Aguirre, presented several options for areas of strategic focus for the College over the next several years that could significantly improve student success. These options were recommended by the Ad Hoc ISER Steering Committee on September 7. This was informational only. Action will be requests on 10/3/18.
3. Program Review Process	Council discussed the feedback they had received from their constituents re the proposed changes to the online tool for Program Review (Trac Dat v. SPOL) as well as feedback on the revised timeline for 2018-19. Action on these items will be taken on 9/26/18.
4. 2018-19 Final College Budget	<p>Mary Chries Concha Thia, Interim VPA, presented the final budget for the current academic year as an information item.</p> <p><u>Presentation highlights:</u></p> <p>Primary source of unrestricted funds(Fund 1) is our site allocation</p> <p>Balanced budget:</p> <ul style="list-style-type: none"> <li>- Total Revenues: \$27.9M (includes District site allocation and Prop 30)</li> <li>- Total Expenses: \$27.9M (includes salaries and benefits for regular and hourly employees plus 5% discretionary expenses)</li> </ul> <p>Hourly faculty budget - 3.5M (Based on 3,650 FTES and efficiency load of 490).</p> <p>Budget goals described:</p> <ul style="list-style-type: none"> <li>- Effectiveness (best use of existing resources)</li> <li>- Focused growth (building on programs)</li> <li>- Supportive Energy (providing room for innovation and ideas to support students)</li> </ul>

5. Business Faculty Replacement	Candice Nance spoke re the need to replace a Business Faculty member who left Cañada.
6. Enrollment Management Task Force	The Task Force gave a preliminary update re their attendance at the Sept. 11, 2018 Districtwide Enrollment Summit. More information and recommendations forthcoming on 10/3/18.
7. FCMAT recommendation that there be a third "Tri" chair of PBC	The Council took this under advisement. Members asked to revisit the full FCMAT report and the context of the recommendation. They also asked for more information on how other colleges achieve the objective of better integrated planning and budgeting.
8. Planning Council Update	
9. President's Update	President Moore spoke of the hiring timeline and FCMAT recommendations.
10. Staffing Update	None.
11. Matters of Public Interest	None.
	Meeting adjourned at 4:00 p.m.