



**Approved**

**PLANNING AND BUDGETING COUNCIL MEETING MINUTES**

**Wednesday, February 3, 2021**

**Via Zoom**

**Regular Meeting: 2:00 – 4:00 P.M.**

**Members present:** Jeanne Stalker, Diana Tedone, Margarita Baez, Nick Carr, James Carranza, Rachel Corrales, Karen Engel, Denise Erickson, Joshua Forman-Ortiz, Nimsi Garcia, Hyla Lacefield, Ray Lapuz, Mari Managadze, Cynthia McCarthy, Graciano Mendoza, Jamillah Moore, Manuel Alejandro Pérez, Peggy Perruccio, Tammy Robinson, Megan Rodriguez Antone, Chantal Sosa, Roslind Young.

**Members absent:** Salumeh Eslamieh

**Guests and others present:** Lorraine Barrales-Ramirez, Wissem Bennani, Julian Branch, Margie Carrington, Patty Hall, Matt Lee, Sarita Lopez, Joan Murphy, David Reed, Lezlee Ware.

AGENDA ITEM	CONTENT
<p><b>1. Welcome, Introductions and Approval of Consent Agenda</b></p>	<p>Meeting called to order at 2:03 PM.</p> <p>PBC is still looking for a Student Services representative. It was noted that Salumeh Eslamieh is going on leave and the co-chairs will work with the Humanities &amp; Social Sciences Dean to appoint a replacement.</p> <p>ACTION: A motion to approve the consent agenda was made by Dean Hyla Lacefield and seconded by Denise Erickson. Motion passed.</p>
<p><b>2. Education Master Planning process for Creating a New, 2022-27 Plan</b></p>	<p>The College’s Education Master Plan (EMP) defines the College’s education goals, looks at how the curriculum will help meet those goals and informs the Facilities Master Plan. Every five years, the College does an internal and external scan to see if circumstances in our service area have changed. It is time to consider updated our College mission and vision. The process is critical for the College’s accreditation cycle as the accreditors want to make sure the College has a clear mission and vision.</p> <p>The current EMP is in its last year, so the College will begin work now for the new plan for 2022-27. Dean Karen Engel reviewed the timeline. The bulk of the planning work and the scans have to take place this spring and next fall. Dean Engel proposes both an external scan of the college’s operating environment and regional economy as well as an internal scan via a possible equity audit that could support the College’s goals to become an antiracist institution.</p> <p>PBC Co-Chairs Tedone-Goldstone and Stalker recommended that the PBC form a Task Force made up of constituents who would oversee and help lead this planning process, review goals and look at essential data. PBC is the college accreditation oversight committee, so PBC must make sure the College is on schedule and is being inclusive as it forms the Task Force.</p> <p><b>Proposed Task Force membership:</b></p> <p><b>Tri-Chairs</b></p>

	<p>Academic Senate President – Diana Tedone-Goldstone (and David Eck)  Classified Senate President – Jeanne Stalker  Dean of PRIE – Karen Engel, who would also serve as Accreditation Liaison Officer</p> <p><b>Faculty Representatives:</b>  One rep from each division: Humanities &amp; Social Sciences, Business Design Workforce, STEM, KAD and Counseling.</p> <p><b>Classified Staff Representatives</b>  (Equal to faculty; union and non-union reps and managers; strive for gender balance)  One rep from the following: Outreach &amp; Welcome Center, Student Success Team Retention Specialist(s), Transfer Services, Instructional Division, Instructional Technologist (online education specialist).</p> <p><b>Student Representative(s)</b>  ASCC and/or Center for Working Adults, Puente, BSU and a student involved in antiracism efforts. Invite students who can speak to a variety of student experiences. There may be more than one student who will be involved.</p> <p><b>Community Member</b>  The College has not had a community member on the Task Force. The PBC could consider inviting someone to be a regular member of the Task Force or to continue presenting information in community forums. If a community member is chosen, it could be someone who is engaged with the President’s Advisory Group.</p> <p>All research, analysis and writing will be conducted by the PRIE Office with additional support from English faculty, the President, Vice Presidents and Deans who are invited to participate throughout the process.</p> <p><b>Level of Commitment for Task Force Members:</b>  Beginning in March, there will be an online Zoom training. There will be two meetings per month and members will need to review materials before and after the meetings. The Task Force will choose the dates and set the agendas for the EMP forums. The Task Force will communicate back out to constituency groups and present regular progress reports to PBC.</p> <p>Discussion:</p> <ul style="list-style-type: none"> <li>• Jeanne feels it is relevant to have a community member and they should also be invited to engage at the campus forums.</li> <li>• Diana would like to invite David Eck to be the HSS representative and Diana could move into the ASLT rep next year.</li> <li>• Diana and Jeanne would like to see the roles defined to help facilitate their outreach to their constituencies.</li> </ul> <p><b>ACTION:</b> A motion to approve the Education Master Plan Task Force membership and level of commitment was made by Rachel Corrales and seconded by Mari Managadze. Motion passed.</p>
<p><b>3. Antiracism Task Force Update</b></p>	<p>The first meeting of the Antiracism Task Force is on February 5. The Flex Day presentation on antiracism was successful and Vice President Pérez said they are having conversations about bringing in an external consultant. A full update will be presented to PBC at its next meeting.</p>

**4. Governor's Proposed Budget and Implications for the College**

Vice President Mendoza gave a brief overview of the state economy that was presented at the ACCCA/ACBO Conference in January. He shared highlights of the Governor's proposed budget, which came out on January 8, as it pertains to the community college system

**Overview**

Next year's state budget, 2021-22, is projecting a \$15 billion surplus, so the state's economy will be in the positive and will enable the governor to propose his budget. What is unknown is the budget in the subsequent years, starting in 2022-23. Currently, projections are estimating growing structural deficits in subsequent years, however, more will be known by the Governor's May Revise.

Vice President Mendoza reviewed the estimates for the state's revenue, the state income tax, sales use tax and personal income tax. The personal income tax increase is sustaining the growth. Vice President Mendoza talked about the impacts of the pandemic on California's unemployment rate. As the country gets a handle on the pandemic and vaccines are done, it is hoped that the unemployment rate will decrease. The California median home prices, which continue to be strong, were also reviewed.

**Highlights**

The budget includes:

- \$1.1 billion deferral pay down, which is good news for the system as a whole and mitigates any risk that the system may be looking at.
- \$150 million for emergency financial assistance for low income working students
- \$100 million to address students' basic needs and food and housing insecurity
- \$30 million to address student technology access and internet connectivity
- \$10.6 million to support the continuity of online learning
- \$20 million (one time) for faculty professional development
- Funds for textbook assistance
- Funds for antiracism work
- \$1.1 million is funded for COLA and while it continues to decrease from 2019-20, it is hoped that it will increase in future years.

The budget does not include funding for scheduled maintenance of facilities, so colleges will have to pay for that themselves.

The colleges await the second budget milestone, the Governor's May Revise, where colleges will gather more information about what the system's budget will look like beginning in the new fiscal year starting July 1.

**Federal Stimulus Funding:**

At the federal level, the higher education stimulus package has been allocated. It is \$900 billion and \$20 billion is allocated for California colleges, with \$1.2 billion of that for community colleges in the state. SMCCCD will receive \$13.5 million and Cañada College's portion is \$2.9 million. The use is restricted but still flexible so we can help our students this semester and in the fall semester. The College will continue having COVID-19-related expenses similar to what it had last fall. The federal stimulus funds can be utilized for institutional expenses and help programs that have been impacted by COVID-19.

**CONCLUSION:**

The district will look at the projections for the next three years and also see if there are going to be changes to assessed property taxes. Bernata Slater and Peter Fitzsimmons will prepare budget simulations and will be invited to present at future PBC meetings. The simulations will be used to help with site allocations and develop the tentative budget for next year.

	<p>The College will still have terminating grants that end in September and the College will still have declining international student enrollment. The various resource requests have been compiled for this cycle so the College will determine what can be funded on an ongoing basis and on a one-time basis. The College will also need to look at Auxiliary support services which have been impacted. The revenue stream has slowed so the College needs to identify the issues and problem solve in those areas that those services provide. Vice President Mendoza will present information about positions affected by terminating grants at a future meeting.</p>
<p><b>5. Position Request Prioritization</b></p>	<p>Dr. Moore sent out a letter to the campus on Friday, January 29, which explained the position request prioritization process. Vice President Mendoza reviewed the following criteria which was considered: recommendations which were made by the Academic and Classified Senates, whether the positions are federal or state mandated, SMCCCD Board recommendations, if there is non-Fund 1 matching or supplemental funding availability or if the positions are linked to the strategic priorities of the College. Here are the prioritizations:</p> <p><b>Group 1</b> (Proposed funding for 2021-22)  Staff: DREAM Center Program Services Coordinator (partial FTE)</p> <ul style="list-style-type: none"> <li>• Vice President Pérez said they are preparing to hire the DREAM Center PSC this semester so the College can comply with AB1645 which mandates that we have a DREAM person in place. Saúl Miranda has been filling in and the College will rely on one-time funds to support the position for the remainder of this semester.</li> </ul> <p>Faculty: Biology, proposed start date Fall 2021  Faculty: EOPS Counselor, start date to be determined  Faculty: Ethnic Studies Faculty, proposed start date Fall 2021  Faculty: International Counselor (convert from temporary to permanent, tenure track), start date to be determined  Faculty: Kinesiology Instructor/Head Coach, proposed start date Fall 2021</p> <p><b>Group 2 - Funding Decision Pending May Revise</b> (May-June 2021)  .48 OAll for Food Pantry (partial FTE)  2 Retention Specialists for Guided Pathways Interest Areas (one is currently grant-funded)  EPIC Coordinator/Peer Mentoring Coordinator (combined position)  Financial Aid PSC  Library Support Specialist (from 11-12 months/year) (partial FTE)  STEM Center Project Director  Vacant Faculty Positions in other departments</p> <p>In addition, the College will continue supporting grant funded people out of one-time funds through the pandemic for terminating grants. HR will notify people who are rolling off of grants about managed hire opportunities. Once the May Revise is released, the campus will be informed on the outcomes and how the MOUs negotiated impact the outcomes. All three colleges would be asked to support these COVID-related items.</p>
<p><b>STANDING ITEMS</b></p>	
<p><b>6. Associated Students of Cañada College</b></p>	<p>. Mari Managadze announced that the ASCC has several events coming up:</p> <ul style="list-style-type: none"> <li>• Black Excellence, February 4</li> <li>• Spring Club Rush, February 24</li> <li>• Student Senate elections will be held in April</li> <li>• The first ICC meeting of the semester is February 4 and the initiatives are starting back up again.</li> </ul>

<b>7. Academic Senate of Cañada College</b>	Diana Tedone-Goldstone announced that the Academic Senate met last week and discussed faculty questions/concerns around Fall 2021
<b>8. Classified Senate of Cañada College</b>	Jeanne Stalker announced that the Classified Senate will hold its next meeting on February 11.
<b>9. Guided Pathways</b>	No update was reported.
<b>10. Planning Council Reports</b>	<p><u>IPC</u>: No update was reported.</p> <p><u>SSPC</u>: Dean Max Hartman announced that the SSPC met on January 27<sup>th</sup> and provided an update on the joint Program Review Taskforce. A sub-group of SSPC subsequently met to review the Student Services program review questions from an antiracist/equity lens. There were additional updates and presentations regarding CARES act funding, Cultural Center focus groups and High School Transition and Dual Enrollment. Here is a link to the agenda: <a href="https://www.canadacollege.edu/sspc/docs/1920/SSPC%20Agenda%20-%202001.27.21.pdf">https://www.canadacollege.edu/sspc/docs/1920/SSPC%20Agenda%20-%202001.27.21.pdf</a>. The next SSPC Meeting is February 10.</p> <p><u>APC</u>: No update was reported.</p>
<b>11. President's Update</b>	President Moore thanked all who attended the Dr. Cornel West event on January 28. The College hopes to hold similar events in the future. There will be a Latino Thought Makers event with Actor Luis Guzman on February 16. Here is the link: <a href="https://tinyurl.com/LTMFeb16">https://tinyurl.com/LTMFeb16</a>
<b>12. Matters of Public Interest</b>	<ul style="list-style-type: none"> <li>• Roslind Young is posting Chemistry videos on You Tube.</li> <li>• Paul Naas announced that the Animation Show of Shows will be held on February 17 at 7:15pm. Registration is required and more information is forthcoming.</li> <li>• Lorraine Barrales-Ramirez announced that EOPS is still accepting students for the spring semester up until March 5<sup>th</sup>. If students have purchased their books, they can get them reimbursed through the Bookstore. A grocery card and a bus card will also be provided. Faculty and staff are asked to refer students to her if they think they can benefit from the support.</li> </ul>
<b>Next Meeting</b>	The next meeting will be held on February 17, 2021.
<b>ADJOURNMENT</b>	3:22 PM