



Approved

PLANNING AND BUDGETING COUNCIL MEETING MINUTES

Wednesday, September 20, 2023

In-Person and Via Zoom

Regular Meeting: 2:10 – 4:00 p.m.

Members present: David Eck, Maria Huning, Kassie Alexander, Mayra Arellano, Nick Carr, Rachel Corrales, Karen Engel, Denise Erickson, Katie Hasse, Chialin Hsieh, Hyla Lacefield, Ray Lapuz, Kim Lopez, Joan Murphy, John Omar, Manuel Alejandro Pérez, Ludmila Prisecar, Megan Rodriguez Antone, Sarita Santos, Jeanne Stalker.

Members absent: Alicia Aguirre, Jacky Ip, Julian Taylor.

Guests and others present: Lorraine Barrales-Ramirez, Wissem Bennani, Peter Fitzsimmons, Nimsi Garcia, Max Hartman, Mary Ho, Candice Johnson, Michiko Kealoha, Terra Morris, Anniqa Rana, Bernata Slater, Kat Sullivan-Torrez, Elizabeth Terzakis, Lezlee Ware, Roslind Young.

AGENDA ITEM	CONTENT
<p>1. Welcome, Introductions and Approval of Consent Agenda</p>	<p>The PBC agenda, minutes from the September 6 PBC meeting, and staffing update from September 13 were presented.</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>2. Adopted 2023-24 Fiscal Year Budget (Bernata Slater, Acting Executive Vice Chancellor, Administrative Services, SMCCCD; Peter Fitzsimmons, District Budget Officer)</p>	<p>The Board of Trustees approved the adopted 2023-24 budget on Wednesday, September 13. Acting EVC Slater said it is a balanced budget that totals about \$528 million for all of the district's funds. The largest fund is the unrestricted general fund that is approximately \$260 million and is where a majority of the district's expenses are accounted for.</p> <p><u>Highlights:</u></p> <ul style="list-style-type: none"> • Property taxes are projected to increase 6.87% over 2022-23. • Funding is set aside to support community priorities • There is a 15% reserve set aside for unforeseen events. • Colleges set aside funds for capital projects not funded by bonds. Since the SMCCCD is a basic aid district, it does not get a lot of money for the unrestricted general fund but receives some funds for categorical programs. The state revenue is projecting some declines as compared to the prior year. <p><u>Ongoing Funds:</u> As a basic aid district, there will be a \$97.4 million increase to provide an 8.22% COLA to various categorical programs and a reduction of \$3.1 million to other programs such as financial aid administration.</p> <p><u>One-Time Funds:</u> They plan to spend one-time resources for one-time uses. There will be an increase in workforce training grants and in the Equal Employment Opportunity Program, but there will be decreases to programs that were funded last year, such as those that support retention, enrollment strategies and deferred maintenance. The district has set aside funds to assist until funding improves again.</p> <p><u>Adopted Budget Assumptions:</u> The increase in property taxes, projected at 6.87%, is lower than in prior years. Property tax increases are likely to be lower next year at 6% or 6.5%, which will</p>

impact the new revenue that would be coming to the SMCCCD as a basic aid district. Projections in enrollment over last year are included. There is no increase in student resident tuition and non-resident tuition is based on the fee that the Board adopted in spring 2022. Money from the state is also received from the lottery, mandated cost block grant and Prop 55.

Community Priorities:

- **SB893 Free College Initiative:** There is ongoing funding of \$7.7 million as well as carryover funds from last year plus \$2 million in funding to offset the impact of health and parking fee waivers. There is \$4.6 million in one-time carryover from 2021-22 and 2022-23 for Free College Infrastructure (OER ZTC, Dual Enrollment and PSP support).
- **Promise Scholars Program:** The district continues to fund the Promise Scholars Program with \$400,000 (foundation funds), \$300,000 (housing funds), and state resources (AB19) of \$1.7 million.
- **Basic Needs:** Funding for basic needs includes \$1 million from the Food Insecurity Initiative and \$200,000 in Housing Insecurity fund.
- **Cañada College Child Development Center:** \$5.8 million is set aside as well as additional funding toward the project for a total of about \$11.5 million.
- **COVID-19 Mitigation/Emergency Response:** There is no additional HEERF funding, but there is \$6.9 million left from the COVID Recovery Block Grant. \$400,000 of that money was used to retire students' debt in 2022-23.
- **Enrollment Recovery and Reengagement:** \$3.7 million in state money is available for enrollment recovery, retention and outreach.

50% Law Compliance: The district continues its commitment toward compliance with the 50% law. Based on current calculations and projections the 50% Law calculation is estimated to be approximately 41.09% for 2023-24.

The adopted budget for all funds was reviewed. Acting EVC Slater said the reserve for post-retirement benefits, which pays medical benefits to qualified employees after retirement, is fully-funded.

Comments:

- David Eck asked about the 50% Law that requires colleges to spend at least half their budget directly on instruction-related items. With that percentage steadily going down over time, he asked if there is any discussion about the law, which he said may be outdated.
 - Bernata presented the PERS and STRS rates and their impact on SMCCCD. STRS rates are steady, but the PERS rates continue to go up and could be higher by 10% in 2026-27. At the State Chancellor's budget presentation, there were a lot of questions about the 50% law. The State Chancellor's Office is requiring that colleges help students, but it is challenging for the colleges to manage that with the 50% Law. There will be further discussion.
 - VP Prisecar said they met with Peter Fitzsimmons to talk about the 50% law and the calculation. They are looking at the College's expenses, to make sure that things are properly coded to the right account and fund number in Banner which may help with the calculation.
 - Acting EVC Bernata Slater said there are a few basic aid districts and one non-basic aid district that are out of compliance. Peter Fitzsimmons said the state is going to audit 10 community college districts that are below 50%. Those that are right above 50% are going to be audited at some point in the future to determine what the issues are.

	<ul style="list-style-type: none"> Jeanne Stalker said the Colleges were told that the Athletics Centers were to be self-supporting after the first year of start-up costs were given by the district. She said it shows millions are supporting the CSM and Cañada Centers and asked if that is accurate. VP Prisecar will forward the question to Bernata Slater and Peter Fitzsimmons. <p>You may view Acting Executive Vice Chancellor Slater's presentation at https://canadacollege.edu/planningbudgetingcouncil/2023-24/2023-24-approved-budget.pdf</p>								
<p>3. Proposed College Student Bias Reporting Process (Michiko Kealoha, Director of Equity; Max Hartman, Dean of Counseling; Manuel Alejandro Pérez, Vice President of Student Services)</p>	<p>Michiko Kealoha, Director of Equity, reviewed a proposal to create a Student Bias Reporting Process at Cañada College. The proposal would:</p> <ul style="list-style-type: none"> Create educational opportunities to raise awareness about bias Provide resources to heal after bias occurs Affect larger systemic change to reduce bias incidents from occurring again <p>In reviewing the Àse Campus Climate survey results, there were two recommendations:</p> <ul style="list-style-type: none"> Recommendation #5: Racial/Cultural Bias Incident Accountability Recommendation #6: Bias Reporting <p>Data shows that a majority of colleagues at Cañada College are experiencing bias. Additionally, implementing a campus-wide bias incident reporting system is one of the College's top goals. They want to identify concerns, assess campus community impact, engage subject matter experts and community patterns, and respond appropriately.</p> <p>Dean Hartman reviewed the process for incident reporting. The concern would be reviewed and then they would partner with campus leadership and other campus groups to determine how to respond. There would be constant communication with the person who is filing the report.</p> <p>The Bias Education Support Team would be comprised of:</p> <table border="1" data-bbox="472 989 1507 1136"> <tr> <td>• Vice President of Student Services</td> <td>• Staff Representative</td> </tr> <tr> <td>• Dean of Counseling/Title IX Coordinator</td> <td>• Student Representative</td> </tr> <tr> <td>• Faculty Representative</td> <td>• Public Safety Captain</td> </tr> <tr> <td>• Director of Community Relations and Marketing</td> <td>• Director of Equity</td> </tr> </table> <p>VP Pérez reviewed the Advocate software platform that is currently utilized for processes and compliance related to Title IX. There is no additional cost since it adds to the existing contract that the district has with Advocate. The BEST team will be able to add the fields they need as well as the data they need. He reviewed a potential scenario.</p> <p>The expected launch is January 2024. Critical questions that they are reviewing as they prepare for the launch include:</p> <ul style="list-style-type: none"> What is the process if faculty, staff or administrators are included in the referral? What is the role of Human Resources? What is the role of the District Ombuds? How will we be using these data in the long term? What is the process if a referral includes one of both of the other colleges? <p><u>Comments:</u></p> <ul style="list-style-type: none"> Elizabeth Terzakis asked if there is a step after the consultation with experts when the perpetrator of the bigotry and the faculty member who let it happen would get training. <ul style="list-style-type: none"> Michiko Kealoha said that workshops and training are part of the restorative justice piece. It could be training offered with a particular class, with the faculty member and with the division. It could be training that it is offered at Flex Day and other options. Elizabeth Terzakis asked if there is direct recourse that would be taken so that the immediate action can stop. It could be action taken against the person who is perpetrating the bigotry or 	• Vice President of Student Services	• Staff Representative	• Dean of Counseling/Title IX Coordinator	• Student Representative	• Faculty Representative	• Public Safety Captain	• Director of Community Relations and Marketing	• Director of Equity
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	<p>the faculty who sees it happen. She feels that campus-wide training may not be effective since the people who need it most can self-select out of it. She also asked if faculty can report an incident if they see something happen.</p> <ul style="list-style-type: none"> ○ VP Pérez said that resources would be available and data will help them identify if there are repeated incidents. He said they have not looked at situations that involve faculty and staff. They are discussing it with Mwanisha Sims and O’Kenzoe Selassie-Okpe in the District Office to see how those situations would be immediately addressed. ○ Michiko Kealoha said some colleges are moving from a bias response team to a bias education team. ● David Eck asked how information would be shared. If a student submits a report, will the team check with them to see if it can be shared more broadly? <ul style="list-style-type: none"> ○ Max Hartman talked about sharing that is done in CARES and it is already an existing practice. He said that is why they want to have a cross-disciplinary team involved. Sometimes a person reporting something may not want it shared, but because of legal mandates, we may have an obligation to report. ○ David Eck said he hopes that interface lets students know that some issues may have to be reported so that it is not a surprise to them. ● Elizabeth Terzakis asked about the statement that the College is legally prevented from directly addressing on the first or second instance either the person who is perpetrating the bigotry or the faculty who is letting it happen. She asked what the legal basis is. <ul style="list-style-type: none"> ○ Michiko Kealoha said they would have to look at the Student Code of Conduct since each case would be unique. VP Pérez said the leads at the District Office would help. Dean Hartman said there are a lot of legal standards and while people have gone through training, there is still a lot of consultation that is needed on specific incidents because they are complicated.
<p>4. Counseling Division Vacancies (Max Hartman, Dean of Counseling)</p>	<ul style="list-style-type: none"> ● Career Resource/Counseling Aide ● EOPS Retention Specialist ● Program Supervisor (Transfer) ● Student Life and Leadership Manager <p>Dean Hartman said the position requests have been presented to the College Cabinet.</p> <p>Career Resource/Counseling Aide This is a shared position between the Welcome Center and the Career Center. The request supports the EMP Goal 1.1 <i>Make Registration Easier</i> and EMP Goal 3.11 <i>Create and Expand Career Exploration Services</i>. During the drop-in period, counselors and Welcome Center staff have seen more than 800 students. The position is vital and is essential to keeping the center open.</p> <p><u>Comments:</u> Dean Hyla Lacefield suggested that someone from Workforce be involved with the hiring of the Career person and Dean Hartman approved.</p> <p>EOPS Retention Specialist to support EOPS, CARE, CalWORKS programs which support students who are disproportionately impacted or historically underserved. Retention specialists monitor EOPS students as part of the College’s Early Alert process, respond to students’ concerns and connect them to both on- and off-campus resources. The request supports EMP Goal 1.14 <i>Strengthen and Scale Student Affinity Programs</i>. EOPS students strongly benefit from a permanent employee in this area. Dean Hartman confirmed that the EOPS Retention Specialist is a replacement position.</p>

	<p>Student Life and Leadership Manager Longtime Student Life and Leadership Manager, Michiko Kealoha, is now the Director of Equity. The college has hired an interim manager, Sergio Suarez, who will support students in the Student Senate, as well as the various clubs and student life activities on campus. The request supports EMP Goal 2.10 <i>Reimagine and Transform College Participatory Governance</i>. Dean Hartman noted that despite being the smallest college in the district, Cañada has consistently had the most student events year after year.</p> <p>Program Supervisor (Colts U Transfer Center) Former manager Soraya Sohrabi retired and a permanent person is needed to support the activities in the Colts U Transfer Center. Transfer support is one of the College's initiatives this year. The request supports EMP Goal 1.16 <i>Create a Campus Culture that Expects and Supports Students' Completion</i>, EMP Goal 3.8 <i>Strengthen Transfer Support Services</i>, and EMP Goal 3.9 <i>Facilitate the Transfer Process by Implementing the Provisions of AB 111 and 928</i>. According to the College's 22-23 fast facts, Dean Hartman said 67% of students have a transfer goal and three of the top four degrees are transfer degrees.</p> <p>ACTIONS: A motion to support and recommend filling all four positions in the Counseling Division, with request to add a member of the Workforce team to the EOPS Retention Specialist hiring committee, was made by Dean Hyla Lacefield and seconded by Dean Karen Engel. Motion passed.</p> <p>President Lopez accepted the recommendations from PBC and would like the College to move forward and fill the four positions.</p>
<p>5. Executive Assistant to the Vice President of Student Services – Replacement (Manuel Alejandro Pérez, Vice President of Student Services)</p>	<p>Executive Assistant Debbie Joy is retiring in December 2023. VP Pérez would like to request that the PBC support replacing the position in time to have someone hired by the end of the year. The position is critical to the administrative support of programs and student services that monitor compliance and alignment with Title V, Title IV and Title III. The position serves many programs and services that are required for compliance with the accreditation standards related to student support. It meets most of the EMP goals, but specifically meets EMP Priority 2, expanding programs and opportunities into North Fair Oaks, Belle Haven and East Palo, especially BIPOC communities since the Office of the VP of Student Services is taking lead on that priority. There has been a lot of growth and expansion of function in Student Services during the last four years.</p> <p>ACTION: A motion to replace the Executive Assistant to the Vice President of Student Services was made by Dean Karen Engel and seconded by Rachel Corrales. Motion passed.</p> <p>President Lopez accepted the recommendation from PBC and would like the College to move forward and fill this position.</p>
<p>6. College Annual Plan for the Implementation of the 5-Year Educational Master Plan – FOR ADOPTION (Kim Lopez, President; David Eck and Maria Huning, PBC Co-Chairs)</p>	<p>At the September 6 PBC meeting, the draft annual plan for implementing the College's 5-Year Educational Master Plan was presented. The draft plan included the proposed top four EMP priorities and their objectives. The request is to adopt the College Annual Plan.</p> <p><u>Comments:</u></p> <ul style="list-style-type: none"> • VP Pérez asked if additional recommendations for workgroup members are received, should they be added formally? <ul style="list-style-type: none"> ○ President Lopez said the work groups are open so people can join. There is a timeframe for when the group will be doing the work. People who are interested in hearing updates on a particular topic may attend as guests. President Lopez will periodically remind people when the groups are meeting in her weekly email to the campus. Information is posted on the PRIE website under Cañada Collaborates at https://canadacollege.edu/prie/canada-collaborates.php. The initiatives are posted, along with the work groups, agendas and minutes.

	<p>ACTION: A motion to adopt the College Annual Plan for the Implementation of the 5-Year Educational Master Plan was made by Denise Erickson and seconded by VP Chialin Hsieh. Motion passed.</p>
<p>7. Child Development Laboratory Center Proposal Update (Ludmila Prisecar, Vice President of Administrative Services)</p>	<p>The CDLC Task Force was created and VP Prisecar reviewed the list of members. In April, they presented an update on the work to PBC. They took feedback to the Board and at the May 19, 2023 meeting, they received Board approval to proceed.</p> <p><u>Estimated Cost:</u> In April, the task force talked about new construction as well as a permanent modular option. New construction has an approximate estimated cost of \$14-\$15 million (2023 cost) and the permanent modular, which the Board recommended, has an approximate estimated cost of \$13 million (2023 cost).</p> <p><u>Timeline:</u> In Fall 2023, the facilities team engaged with a consultant and are now working on the conceptual design and the updated cost estimate. The timeline was reviewed. The consultant is researching different options based on the needs and will provide the conceptual design and cost estimate by December. Once that information is received, the CDLC Task Force will ask the Board to approve the building cost.</p> <p><u>Funding:</u> There would be an ongoing annual budget request of \$200,000 and that is based on what the other two campuses receive in redevelopment funds. As Acting EVC Slater mentioned in her presentation, \$5.8 million was allocated last year for construction costs and those were one-time reserves that we had accumulated through the years. They went back and looked at all the reserves that the College has available and they are hoping that another \$5.7 million would also go into the project this year, so \$11.4 million would potentially be available.</p> <p><u>Proposed Construction Schedule:</u> It is estimated that the process of hiring an architect, working on design and permitting, and the contract bidding will take most of 2024 to complete. It is hoped that construction is underway by January 2025 and completed by June 2025. Building activation could be done between June and August 2025, with opening of the center in August 2025.</p> <p><u>Staffing:</u> The CDLC Task Force is looking into partnering with Skyline and CSM to explore a centralized management model for the CDLCs across the district. They will also create a business plan and look at how to integrate the CDLC into our programs. Staffing is also a part of it as well as the budget. Their goal is to complete the business plan and staffing structure by December 2023 for presentation to the Board. The Task Force was created for one year and they hope to complete everything by December.</p> <p><u>Comments:</u></p> <ul style="list-style-type: none"> • Rachel Corrales asked where the building would be located. <ul style="list-style-type: none"> ○ VP Prisecar said the facilities team is working on it, but the proposed location is near the Observatory and Parking Lot 10 beyond where the portables are located. She will speak to the Dean and inform them that it is a potential location. They want to make sure it would not interfere with the existing Astronomy program. • Jeanne Stalker asked how many students could be accommodated. <ul style="list-style-type: none"> ○ VP Prisecar said they want to have three classrooms. The initial plan is to have two full classrooms and the third available in case the program grows, or for conferences and other CDLC activities. She will confirm the capacity of the classrooms. • Rachel Corrales asked about the age ranges of the children in the CDLC. <ul style="list-style-type: none"> ○ Cañada plans to offer care for children ages 6 months to 5 years of age. The needs analysis showed that there is a demand for students under 2 years of age. VP Prisecar said CSM offers care for children ages 2 ½ years and older and at Skyline College, care is offered for children ages 18 months and older.

8. Participatory Governance Survey Spring 2023 – Results (Terra Morris, PRIE Analyst)

The Participatory Governance Survey was conducted in the spring of 2023 and had previously been conducted in 2021. There were 123 participants who started the survey and 96 respondents (70%) completed it. The greatest increases were in faculty responses and in classified staff, manager and supervisor responses.

Results:

- There were 33 full-time faculty (34%) and 20 part-time faculty (21%) who participated.
- There were 37 classified staff or manager/supervisor responses (39%) and four (4%) of administrators responded.
- Despite multiple efforts to engage students, only two students completed the survey, which is a 94% decrease from 2021.

Participatory Governance: Respondents were asked if they participated on a participatory governance council, senate or committee during 2022-23. It was noted that none of the part-time faculty served on a participatory governance committee this year.

EAPC: Respondents were asked if they were aware of the new EAPC launch in spring 2023. Most were aware, although a small number of classified staff or manager/supervisor respondents were not.

General Participatory Governance: Respondents were asked if they were aware that the campus community is encouraged to participate and that roles and responsibilities are clear. Overall, there was general agreement, although among part-time faculty there was disagreement on whether the roles and responsibilities are clear.

Program Review: There were four survey questions:

- I understand program review's role in aligning program and college goals.
 - There was general agreement for all constituency groups.
- I engage in dialogue about program and/or course assessment results.
 - Most groups agreed, although part-time faculty disagreed with the statement.
- I understand how program assessment informs decisions about curriculum, program development and/or resource allocation.
 - Overall, there was agreement across all constituency groups.
- The program review process is an effective way to evaluate programs on campus.
 - There was a slight drop in overall responses indicating that people were unsure about this statement. Administrators strongly agreed and there was agreement for classified staff or managers/supervisors. Faculty were less in agreement and part-time faculty were more unsure.

Budget: Two survey questions were asked:

- I understand the College's annual resource request process and how it relates to both comprehensive programs reviews and annual updates.
 - There was consensus and agreement to this statement across all groups.
- Cañada College employees have adequate opportunities to participate in resource prioritization and budgeting.
 - There was a slight drop with overall respondents being unsure or not knowing, based on responses from full-time and part-time faculty.

College Goals: Respondents were asked if they are aware of Cañada's goals for the College. Overall, about two thirds of respondents were in agreement, although part-time faculty disagreed.

Planning: Two questions were asked:

	<ul style="list-style-type: none"> • The College works collaboratively towards the achievement of college goals. • I am satisfied with the amount of opportunity I have to participate in college-wide planning. <ul style="list-style-type: none"> ○ Overall, there was agreement with both questions, however part-time faculty disagreed with both questions. <p><u>District Procedures:</u></p> <ul style="list-style-type: none"> • I am aware of SMCCCD policies and procedures. <ul style="list-style-type: none"> ○ Two thirds of respondents were aware, although part-time faculty disagreed. • The district procedures for hiring full-time, permanent employees are clearly communicated. <ul style="list-style-type: none"> ○ Overall, there was agreement with both questions, although part-time faculty somewhat disagreed. • District planning and evaluation are integrated with college planning evaluation to improve student learning and achievement. <ul style="list-style-type: none"> ○ Both full- and part-time faculty somewhat disagreed with the statement. • There are clear divisions of authority and responsibility between and among the District Office, the Board of Trustees, and Cañada College. <ul style="list-style-type: none"> ○ Full-time faculty disagreed with the statement and part-time faculty strongly disagreed. <p><u>Participatory Governance Overall:</u></p> <ul style="list-style-type: none"> • Overall, I feel the voices of the four major constituent groups of the College (students, faculty, classified staff, and administrators) are balanced in Cañada’s participatory governance processes. • Overall, the participatory governance process is working well at Cañada. <ul style="list-style-type: none"> ○ Respondents who disagreed describe where they perceive the imbalance: <ul style="list-style-type: none"> ▪ About 38% of respondents felt that the imbalance is more with administration, saying that administration has the final word on everything. ▪ Lack of student voice in participatory voice in participatory governance. More needs to be done to fully support, integrate and elevate student voices and input. Having student representatives present is not enough. ▪ Classified staff do not have time to participate, due to a lack of job flexibility, high workload and little to no support and time for participatory governance. ▪ The same people dominate the conversations. There should be “term limits” or a “cap” on the number of committee and hiring teams each person can participate on <p><u>Comments:</u> Joan Murphy noted that part-time faculty teach a lot of the courses and are a large part of this college. They are not compensated while serving on a committee. She said that they are trying to get a stipend for students.</p>
<p>9. Professional Development Planning Committee – Discussion of PDPC’s alignment with Participatory Governance Definitions (Anniqua Rana, Interim Dean of ASLT; Ellen Young, Flex Day Coordinator)</p>	<p>Interim Dean Rana is co-chairing the Professional Development Committee with Ellen Young. In response to EMP 2.8, they are working toward responding to the feedback made last semester. They are looking at remarks from classified staff who feel that much of the professional development is an afterthought for them, from faculty who appreciate the conversation on antiracism and student well-being, and administrators who want regular, systematized and operationalized professional development.</p> <p>People are invited to attend the PDPC meeting on October 3 as they start pulling the reports and plans together. They will be focused on the whole campus and there is a group called Transcend which is going to lead the college through conversations. Feedback showed there was not enough communication. They are now looking at the report from last April. They are bringing team members together to make sure that</p>

	<p>professional development is integral to all the work that is done and that everyone's voices are heard.</p> <p>Interim Dean Rana encouraged people to attend Flex Day on October 11.</p>
STANDING ITEMS	
10. Associated Students of Cañada College	Katie Hasse was introduced as the new ASCC representative to PBC. She is the ASCC senator at large for STEM. Currently, there is no ASCC update to report but she is looking forward to working with the council.
11. Academic Senate of Cañada College	<p>David Eck reported the following update:</p> <ul style="list-style-type: none"> The Academic Senate will be finalizing its annual goals at the September 28 meeting. Members are encouraged to submit suggested goals to their rep, senate officer or in person at the meeting. They will be discussing whether to appoint a faculty member to the Chancellor's search committee. The Board of Trustees changed some of the language about the search procedures, which now read: <ul style="list-style-type: none"> "The Board of Trustees retains the right to consider one or more candidates whose names may not have been forwarded to the Board and will notify the Committee of their rationale in consultation with the Search Committee." David said the Board nor HR has clarified what consultation with the search committee means, specifically how it is different from "notify." The Senate will hold further discussion of access to Canvas shells by non-Teacher employees.
12. Classified Senate of Cañada College	Maria Huning said had their first mtg on September 7 and they talked about upcoming activities and participatory governance representation. There was a discussion on the Chancellor's hiring committee and they feel that the language that the Board is putting forward is inappropriate. They will be discussing that at their next meeting on September 28.
13. Planning Council Reports	<p>IPC: VP Chialin Hsieh said the following topics were discussed at the September 15 IPC Meeting:</p> <ul style="list-style-type: none"> IPC Goals for 2023-24 were reviewed. There was an update on the Funeral Program (EMP1.4) They looked at the Draft Course Schedule Handbook (EMP 1.3, 1.16, and 4.12) Offer Key Courses in Various Modalities (EMP 1.3 and 4.12) Reassigned time process and due dates <p>SSPC: Mayra Arellano is the new rep to PBC and provided the following update from the September 13 meeting:</p> <ul style="list-style-type: none"> Bookstore Manager Jai Kumar provided an update on SB 893 funding. Students must go to the Bookstore to get their book and transportation vouchers. They also had an SSL update from Dean Wissem Bennani and they may be starting texting as an option in SSL. Students in the EOPS and Promise programs may be able to use the texting option. SSPC formed a subcommittee on Marketing and identified students who can help Marketing boost spring registration through social media. Will also look at making registration easier at their next meeting on September 27.
14. President's Update	President Lopez will be out of town through Monday, September 25. In her absence, VP Manuel Pérez will serve as acting president.
15. Matters of Public Interest and Upcoming Events	There were no matters of public interest or upcoming events reported.
ADJOURNMENT	The meeting was adjourned at 4:03 p.m.
Next Meeting	The next meeting will be held on October 4, 2023.