

**Planning & Budget Committee (PBC) Minutes-Special Meeting
July 29, 2020 11:00 a.m.**

Minutes Prepared by: Dawn Renee Neideffer

Note: 9 members required to meet quorum.

Attendance:

Chairs (3)	Classified Senate (3)	Matt Kritscher	Kirti Reddy
<input checked="" type="checkbox"/> Ron Gerhard for Doug Roberts (DO)	<input type="checkbox"/> Noell Adams (CC)	Samantha Kessler	
<input checked="" type="checkbox"/> Cathy Gould (DO)	<input checked="" type="checkbox"/> David Rodriguez (LPC)	CM Brahmhatt	
<input type="checkbox"/> Rajeev Chopra (LPC)	<input type="checkbox"/> Pedro Ruiz de Castilla	Chasity Whiteside	
Administration (5)	Classified Union (3)	Christina Read	
<input checked="" type="checkbox"/> Theresa Rowland Fleischer (DO)	<input type="checkbox"/> Vacant (CC)	Yvonne Craig	
<input checked="" type="checkbox"/> Dale Wagoner (CC)	<input type="checkbox"/> Vacant (LPC)	Christina Read	
<input checked="" type="checkbox"/> Anette Raischbart (LPC)	Cathy Gould (DO)	Heather Hernandez	
<input checked="" type="checkbox"/> Rajinder Samra (LPC)	Student Senate (2)	Dr. Stacy L. Thompson	
<input type="checkbox"/> Vacant (CC)	<input type="checkbox"/> Michelle Diaz-Nava (LPC)	Nathanial Rice	
Faculty Association (2)	<input type="checkbox"/> Open (CC)	Cynthia Gordon da Cruz	
<input checked="" type="checkbox"/> Jeff Drouin (CC)	Guests:	Ashley Young	
<input checked="" type="checkbox"/> Thomas Orf (LPC)	Sui Song	Arnold Paguio	
Academic Senate (4)	Rachel Ugale	Connie Telles	
<input checked="" type="checkbox"/> Miguel Colon (CC)	Guisselle Nunez	Dr. Dyrell Foster	
<input checked="" type="checkbox"/> Sarah Thompson (LPC)	Tamica Ward	Paulette Lino	
<input checked="" type="checkbox"/> Dr. Patricia Shannon (CC)	Rosalie Roque	Dr. Susan Sperling	
Rajeev Chopra (LPC)	Rebecca Otto	Dave Fouquet	

Agenda Item	Information/Discussion	Action
1.	<p>Welcome Guests and Quorum Check:</p> <p>Quorum met with 11 voting members, excluding Ron.</p>	None
2.	<p>Approve Today's Agenda:</p> <p>Agenda reviewed, no discussion had. Ron asked for a motion to approve the agenda, Miguel moved and Dale seconded; <u>agenda approved, unanimously.</u></p>	Agenda approved
3.	<p>Review of Special Meeting's Scope & Establishment of Ground Rules:</p> <p>The purpose of the special meetings is to review the past budget allocation model (BAM) and past budgeting practices to address and resolve issues as the new allocation model is built. Members and guests discussed ground rules what did and did not work in the last BAM.</p> <p>Ground Rules:</p> <ul style="list-style-type: none"> ○ Meaningful and collaborative ○ All voices heard (no one voice monopolizes conversation) ○ Districtwide lens and perspective ○ Recognize we are one team but distinct Colleges with separate priorities ○ Stronger together than apart ○ Cannot let the past shape the moment but recognize and honor past ○ Be open and resilient, embrace new ideas ○ Respect the contributions of those with different perspectives, roles, and responsibilities ○ Not to take things personally ○ Be transparent, no hidden agenda ○ Recognize we are all interconnected ○ Guideposts <ul style="list-style-type: none"> ○ Missions of the college and district should be one of any guideposts ○ Board Policy 	None

- Accreditation Standards
- Data and evidence based/informed
- Student-equity lens/centered – filter/evaluate through the effect on students
- Honesty/integrity/courage
- All ideas will be considered and respected

Current BAM:

What works:

- Straight forward and simple to understand
- Conducive to planning
- Philosophy works
- Integration of contract education planning
- Recent evaluation
- Setting reserves, districtwide and by site (incentives)
- Funding M&O based upon Total Cost of Ownership

What could be improved:

- Relationship between DEMC & PBC (planning and budget)
- Equity lenses (scorecard)
- Evaluative consistent (all sites)
- Consideration for basic operational needs
- Revenue allocation model focus
- Inconsistency of autonomy versus centralization – expense allocations
- Find balance between revenue and expense that meets the needs between all sites
- Does not provide incentives to allow college/site to grow and therefore generate additional funding benefiting entire district
- Colleges at bottom of model
- Accountability, closing the loop
- No long-term planning/vision
- Put stress on colleges
- Does not feel like shared endeavor

	<ul style="list-style-type: none"> ○ Incomplete, in terms of loose ends ○ Staffing levels ○ Connections with staffing ○ BAM is general fund focused, need to look at reliance on soft funding for general operations 	
4.	<p>Review of Existing BAM & 5 -Years of Budget Data:</p> <p>Ron reviewed six years of budget allocations and the increases and decreases in various categories.</p>	None
5.	<p>Future Agenda Items:</p> <p><u>Members agreed to set a schedule for special meetings.</u> The third Friday of the month from 9:30-11:30 a.m. was agreed upon by consensus.</p>	BAM 2.0 development

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