



Planning & Budget Committee Agenda

December 4, 2018 | 3:00 p.m. – 5:00 p.m. PDC Rm. 3134/Polycom N1007

Committee Description: Following general direction from the Board of Trustees, the Planning and Budget Committee coordinates annual planning activities ensuring broad participation from the College community and monitors the implementation of the Educational and Facilities Master Plan. In addition, the Planning and Budget Committee oversees the development and review of the annual operating budget. The Planning and Budget Committee is advisory to the Superintendent/President. Recommendations requiring Board action are presented to the Board of Trustees through the Superintendent/President. Specific to the budget development and review process, the committee will review and *recommend*:

- Potential additions to the College goals and priorities established by the Board of Trustees;
- The budget income and expenditure assumptions while they are being developed;
- Expenditure options given increased funding and contingency reduction plans for addressing shortfalls;
- The proposed final budget including any modifications that were made based on funding changes;
- Augmentations and shortfalls that occur during the year that may impact commitments and/or unmet needs;
- Levels of funding for faculty positions, classified/management positions, instructional and non-instructional equipment, capital outlay projects, etc. as developed by Cabinet, Shared Governance Council, or other designated groups.

Committee members:

| | |
|--------------------------|--------------------------------------|
| <input type="checkbox"/> | Greg Baxley, CCFT |
| <input type="checkbox"/> | Steve Budke, CCCUE |
| <input type="checkbox"/> | Rick Camarillo, Foundation |
| <input type="checkbox"/> | Emily Conrad, CCCUE |
| <input type="checkbox"/> | Jason Curtis, Dean Academic Affairs |
| <input type="checkbox"/> | Bill Demarest, CCFT, Co-Chair |
| <input type="checkbox"/> | Michele Evans, CCCUE |
| <input type="checkbox"/> | Todd Frederick, Confidential |
| <input type="checkbox"/> | Doug Highland, Academic Senate |
| <input type="checkbox"/> | Kim Kekaha, CCCUE |
| <input type="checkbox"/> | Susan Iredale Kline, Academic Senate |
| <input type="checkbox"/> | John Knutson, CCFT |
| <input type="checkbox"/> | Allison Merzon, Academic Senate |
| <input type="checkbox"/> | Stacy Millich, Academic Senate |

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|--------------------------|-----------------------------------------------------------------------|
| <input type="checkbox"/> | Cherie Moore, Academic Senate |
| <input type="checkbox"/> | Hunter Perry, CCCUE, Co-Chair |
| <input type="checkbox"/> | Mark Sanchez, Vice President for Student Services and College Centers |
| <input type="checkbox"/> | Debra Stakes, CCFT |
| <input type="checkbox"/> | Jill Stearns, Superintendent/President, <i>Ex-Officio</i> |
| <input type="checkbox"/> | Keith Stearns, Classified Manager |
| <input type="checkbox"/> | Walker Subbotin, ASCC rep |
| <input type="checkbox"/> | Dan Troy, Vice President for Administrative Services, Co-Chair |
| <input type="checkbox"/> | Deb Wulff, Vice President for Academic Affairs |
| <input type="checkbox"/> | Administrative Support: M. Foppiano |
| <input type="checkbox"/> | Guests: |

Committee Initiatives 2018-2019

| ACCJC Standard(s) | In Progress | Completed | |
|-------------------|-------------|-----------|------------------------------------------------------------------------------------|
| | | | 1. Technology Plan Review |
| | | | 2. Pursue alternative revenue sources |
| | | | 3. Planning for new funding formula |
| | | | 4. Find ways to educate/communicate to the community about the new funding formula |
| | | | 5. ISER Initiative (Accreditation) |
| | | | 6. Information necessary to support FT faculty hiring recommendation |
| | | | 7. Outline information necessary to review district staffing |

| AGENDA ITEMS | | WHO | TIME | INTENT | ACCJC Standard and /or Institutional Goal/Objective |
|--------------|---------------------------------------------------------------------------------------------|-----------|--------|---------|------------------------------------------------------|
| 1. | Approval of Agenda | All | 1 min. | Action | II.B |
| 2. | Approval of Minutes October 2, 2018 and November 6, 2018 | All | 2 min | I, D, A | |
| 3. | Student Services Reorganization | Riedstra | 10 min | I, D | Student Services Reorg Chart |
| 4. | Resource Allocation Update | All | 15 min | I, D | On-Going One-Time |
| 5. | Instructional Equipment Allocation | Co-Chairs | 20 min | I, D, A | Math Computer Labs |
| 6. | FT Faculty Hiring Decision | Stearns | 15 min | I, D | |
| 7. | ISER Update | Co-Chairs | 5 min | I, D | |

Next Meeting

January 29, 2019 | 3:00pm – 4:30pm – **PDC Rm. 3134**/Polycom N1007