



Planning & Budget Committee Agenda

April 30, 2019 | 3:00 p.m. – 5:00 p.m. **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

<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	
	X		1. Technology Plan Review
	X		2. Pursue alternative revenue sources
	X		3. Planning for new funding formula
		X	4. Find ways to educate/communicate to the community about the new funding formula
	X		5. ISER Initiative (Accreditation)
	X		6. Information necessary to support FT faculty hiring recommendation
	X		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 April 16, 2019	All	2 min	I, D, A	
3. SCFF/Regulations Update	Troy	10 min	I, D	
4. IEC/PBC Draft Report 2019 Planning and Decision-Making Processes Assessment Report	Demarest	15 min	I, D, A	2019 PB/IEC Draft Assessment Report
5. Fiscal Services Restructure	Troy/Green	5 min	I, D	Fiscal Reorg-Old Fiscal Reorg-New Fiscal Reorg Plan
6. Sound Fiscal Management – Self-Assessment Checklist	Troy/Green	10 min	I, D	Fiscal Self-Assessment Checklist
7. Investment Policy	Troy/Green	5 min	I, D	BP 6320 Investments AP 6320 Investments
8. South County Update	J. Stearns	10 min	I, D	
9. Supt/President’s letter on Resource Allocation	J. Stearns	5 min	I, D	

Next Meeting
May 7, 2019 | 3:00pm – 4:30pm – **PDC Rm. 5402**/Polycom N1007