

OXNARD COLLEGE MISSION STATEMENT

Oxnard College is a learning-centered institution that embraces academic excellence by providing multiple pathways to student success.

PLANNING & BUDGETING COUNCIL

Authority

The Planning and Budgeting Council (PBC) was created to serve as the main entity for shared decision making, planning, and budgeting at the College by the authority of the Oxnard College Shared Decision Making and Collegial Consultation document approved in 2006 by the Academic and Classified Senates, Associate Student Government, and Management. The Planning and Budgeting Council reports directly to the President.

Purpose

The Planning and Budgeting Council makes recommendations to the President on all matters related to planning, budgeting, and shared decision making at the college. In making those recommendations, PBC receives recommendations and other information from all other constituency groups and participatory governance committees. Also, part of the committee's purview is the review of the effectiveness of the participatory governance process on campus.

Membership

Members come from both constituency groups' representative bodies (i.e. the Academic Senate, Classified Senate, Associated Student Government) and from management. Members are to serve staggered two-year terms and can be re-elected. In addition, all members are to have a designated alternate attend in the event of their absence.

Members have the following responsibilities:

- provide written reports to PBC of their constituency's activities
- report information from PBC back to their constituency
- present the views of the constituency they were chosen to represent, not solely their own views
- attend PBC meetings on a monthly basis (or more, when PBC deems it so necessary)

Goals

- To oversee the coordination of planning and budgeting activities at the College that ensures an integrated planning process.
- To ensure the full implementation and effectiveness of the Colleges overall planning and budgeting process.
- To optimize the funding, allocation, and utilization of all Oxnard College resources in a manner that promotes the fulfillment of its educational mission.
- To gather and disseminate accurate and current information regarding the Oxnard College budget. To promote informed and constructive dialogue for the effective development of education at Oxnard College. To ensure that participatory governance processes are effective means of decision making at Oxnard College.



Oxnard College PLANNING AND BUDGETING COUNCIL

ORDER OF THE AGENDA FOR THE MEETING OF Wednesday, September 17, 2014 2:00 P.M. in SSCR – Student Services Conference Room

- I. (I) Call to Order
- II. (I) Public Comment
- III. (A) Approval of Minutes from April 16, 2014
- IV. (I) Student Success Plan
- V. (I) Budget Update
- VI. (I) Proposed District Mission Statement
- VII. (I) Informational Items: Accreditation & Communications Council
- VIII. (I) Adjournment
- IX. (I) Future PBC Meetings
 - October 15, 2014
 - November 19, 2014
 - December 17, 2014
 - January 21, 2015
 - February 18, 2015
 - March 18, 2015
 - April 15, 2015
 - May 20, 2015*



PLANNING AND BUDGETING COUNCIL (PBC) MEETING MINUTES

Present: Mike Bush, Linda Kama'ila, Richard Williams, Tom O'Neil, Leor Orange, Graciela Casillas-Tortorelli, Cesar Flores, Alan Hayashi (*AFT Rep*), Bola King-Rushing, Lisa Hopper, Carolyn Inouye, Linda Robison

Absent: Robert Cabral, Armine Derdarian, Jeanette Redding, Jonas Crawford, Ashley Lajoie, Karen Engelsen, Debbie Guzman (*ASG Rep*), Erika Endrijonas (ex-officio)

Guests: Chris Renbarger, Chris Horrock

Meeting Date: **09/17/2014** Minutes Approved: **04/16/14** Recorded By: Darlene Inda

AN = Action Needed AT = Action Taken D = Discussion I = Information Only

DISCUSSION/DECISIONS

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|---|------|---|
| I. Called to Order | I,AT | The meeting was called to order at 2:03p.m. |
| II. Public Comment | I | M. Bush made an announcement about the Bookstore which is now Barnes & Noble and spoke about the cost of books as very competitive. |
| III. Approval of Meeting Minutes | I,AT | The committee reviewed the meeting minutes from March 19, 2014. T. O'Neil moved to approve the minutes as presented, L. Orange seconded, and <i>the minutes were approved unanimously.</i> |
| IV. General Announcements and Information | I | Everyone welcomed Richard Williams to the committee.

L. Kamaila talked about the campus reorganization scheme and passed out the Transitional Studies Organizational Structure* proposing the new position of Assistant Dean. The previous position by Diva Ward will be turned into an Assistant Dean in charge of Transitional Studies, Library and Assessment. She also reviewed the organizational chart and said the reason this wasn't brought up earlier is due to the contract and that it was an administrative decision. Dr. Duran would like to implement this by Fall 2015 and is seeking Faculty input. She explained the benefits of this proposal and how it relates to Student Success and spoke more about the structure. |

*Handouts

V. Budget Update

- I M. Bush provided an update on the budget and discussed the Preliminary Revenue and Costs*, Districtwide Services budget report*, FY15 Tentative Budget Allocation*, Productivity Factor from PPRD report*, and FY15FTES* documents. Regarding the Preliminary Revenue and Costs document, he said the budget is good and very exciting in categorical areas with more student success and student equity money. He spoke about Districtwide Services and said as district services grow, there is less money that goes to the colleges and went through some of the notable increases and spoke about contingency being most controversial. Regarding the FY15 Tentative Budget Allocation, he reviewed the sheet and said last year Informational Technology staff were at the district and now, they're coming back to the college. He reviewed the Productivity Factor from PPRD report for all three colleges. He called attention to the FY15 FTES report and talked about non-credit classes. The allocation model document is a comparison document between the three colleges and our percentage of funding for the colleges and what percentage of the district we are, which is 19% of the district but we get 22% since we met our goals and as a smaller school we do need a little more money to fund the school. Linda said that she feels we will achieve a higher %. Mike said we should eventually get up to 12,000 students within a few years once Condor Hall is complete. L. Kamaila talked about Senate Bill 850 which will allow community colleges to offer bachelor's degrees only in very limited areas and only one program in the district specifically in CTE programs. She said the Board wants to hear back from faculty at the next meeting. The tuition for this would be closer to CSU tuitions, however, community colleges don't do student loans.

VI. Informational Item: Accreditation

- I The committee discussed the PBC committee appraisal. They reviewed the survey results and L. Kamaila read through some of the comments. The committee also discussed Resource Requests and the approval process and talked about monies and how it's spent (i.e. categorical, etc.). C. Horrock asked about a list of where/how the money was spent. They talked about who chooses to fund what and discussed the process.

VII. Adjournment

- I,AT The meeting adjourned at 3:45pm

VIII. Future PBC Meeting

- I ○ September 17, 2014

**MISSION STATEMENT
(DISCUSSION DRAFT)
VENTURA COUNTY COMMUNITY COLLEGE DISTRICT**

The Ventura County Community College District (VCCCD) commits ~~is committed~~ to serving students in ~~its~~ diverse communities and ~~to assisting~~ students in the attainment of educational, career, and personal goals.

VCCCD provides accessible, high quality, educational opportunities that produce student learning and student success in educational, career and vocational associate degrees and certificate programs and transfer preparation to universities. Effective, efficient student support services are offered to assist in the accomplishment of the District's mission.

~~VCCCD Ventura County Community College District~~ works to enhance local, regional, and state, economic growth and global competitiveness within the pursuit of its mission.

~~All District~~ VCCCD programs, services, and activities operate within a framework of integrated planning and budgeting. Ongoing, student learning outcome assessment and systematic program review are used to ensure District-wide excellence through sustainable, continuous quality improvement in compliance with its mission.