



PLANNING & BUDGET COMMITTEE MEETING NOTES

Present: Mike Bush, Dianne Eberhardy, Armine Derdarian, Cesar Flores, Ishita Edwards, Graciela Casillas-Tortorelli, Jonas Crawford, Leo Orange, Tom O'Neil, Everardo Rivera, Amaro Medina, CeCe Chavez, Gabriela Rodriguez, Oscar Cobian, Carolyn Inouye, Linda Fa'asua,

Absent: Rainer Mack, Alan Hayashi, Juan Martinez

Guests: Cynthia Azari, Art Sandford, Cynthia Herrera, Lisa Hopper

Meeting Date: **11/14/18**

Review of Action Notes: **10/17/18**

Recorded By: Lori Jay

AN = Action Needed

AT = Action Taken

D = Discussion

I = Information Only

- The meeting was called to order at 10:05 a.m.

	TOPIC		DISCUSSION	ACTION NEEDED	ACCJC STANDARD
I.	Welcome / Call to Order	I	The meeting was called to order at 10:05 a.m.		
II.	Adoption of the Agenda		E. Rivera moved to approve the agenda. L. Orange seconded, <i>and the motion carried unanimously.</i>		
III.	Public Comments		There were no public comments.		
IV.	Review of Meeting Minutes and Action Items	I	The Committee reviewed the minutes of the October 17, 2018 meeting.		

		AT	A Medina moved to approve the minutes. E. Rivera seconded, <i>and the motion carried unanimously.</i>		
V.	Local Goal Setting	I, D	<p>C. Herrera discussed Vision for Success, and provided handouts, “Putting the Pieces Together: Reforms and Planning”, from the State Chancellors Office. The State Chancellors Office is developing practices to promote the meaning of the allocation model. The State Chancellor’s goals are:</p> <ul style="list-style-type: none"> • Increase enrollment by 20% • Increase transfer rate by 35% • Decrease unit obtainment for a degree • Increase employment for CTE students • Reduce and erase equity gaps • Reduce regional gaps <p>The State is asking us to develop a commitment to meet that Vision for Success. For each college they want high support, to set higher expectations, evidence based data, a cross system partnership, working with our sister colleges, and they want thoughtful innovation to obtain the goals.</p> <p>There is a deadline of December 15, 2018 for having the commitment to commit to a plan of action which will be due by May 31, 2019. Each college commits directly. We are to set local goals during February-April, 2019.</p> <p>If there is any pullback, Academic Senate will share that with Plenary in the Spring. D. Eberhardy stated that there was a concern about the numbers that it will put our academic rigor in question.</p>	I.C	

		<p>M. Bush stated that currently there is no fiscal impact on this; we will commit to act on this by May 31, 2019.</p> <p>C. Herrera discussed further that the State would like us to integrate the initiatives: AB705, California Promise, Guided Pathways, SEAP, Oxnard Promise, ADT's and regulatory reforms for student center funding.</p> <p>The policy commitments are: Student Success Matrix, (Simplified Metrix). The state wants us to only do the Student Success Metrix. We will not do scorecards any longer.</p> <p>A Vision Resource Center will be created. The State wants us to invest in staff professional development, regional support strategies and local board goals. M. Bush stated that we will align local goals.</p> <p>C. Herrera provided a handout, "Student Centered Funding Formula" and discussed the Oxnard College Student Success Metrics from years 2013/2014, 2014/2015 and 2015/2016. C. Herrera discussed the launch board completion and unit accumulation metrics.</p> <p>The plan will align with the seven core commitments outlined in the Vision for Change.</p> <p>The timeline was discussed for November and December 2018. C. Herrera suggested for everyone to go into the launch board to get familiar with it before January 2019. Equity will be discussed beginning in January 2019.</p> <p>There was discussion of the vision and what it is geared for and that our services currently meet the goals and vision. M.</p>		
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			<p>Bush stated that the State Chancellor is not looking to separating populations, but for best practices for the college. C. Azari stated that overall, we need some institutional goals as well and that the State will be moving forward with this plan.</p> <p>There was discussion of which Participatory Governance Committees this would go through during March and April 2019. We need to submit to the Board and put this online by May 31, 2019. D. Eberhardy stated that possibly the Student Success Committee could be the forum to go through initially and then it would be discussed in the other Committees. C. Azari suggested that we work on the timeline to be able to submit to the Board three weeks before the May 2019 Board meeting. D. Eberhardy stated that we need to have an idea of what we want and that it can be adjusted.</p> <p>In 2020, the State's vision is to have a comprehensive plan. C. Herrera stated that the State is giving us information on this plan gradually through webinars. D. Eberhardy suggested going to the Chancellor's website to see what is there. There was some discussion on funding plans.</p> <p>It was decided that Oxnard College will make the commitment to commit to this program.</p>		
VI.	Resource Requests	D	<p>M. Bush provided a handout, 2019-2020 Resource Requests Spreadsheet and stated that we need to check to see that each program is listed on SharePoint. If you know of information that is missing from requests, please let Amaro Medina know. He listed the committees which will look at the Program Requests:</p>	II.A-C, III.A-D	

- Dean's Council: Instructional Supplies & Equipment
- Program Effectiveness & Planning Committee: Faculty hiring
- Classified Senate: Classified hiring
- Campus Use & Development: Facilities
- Business Services Council: Non-Instructional equipment

There was discussion of "facility" requests and if building requests should be requested there which lead to discussion of the Dean's seeing and signing each request submitted. At the time of submission of requests, the funding does not need to be considered. M. Bush stated that we will add the priority of the program. A PDF Excel spreadsheet of the Excel spreadsheet will be sent to each Dean.

It was decided that non-instructional equipment ranking will be done in the Business Services Council, with faculty included in the meeting.

M. Bush stated that the Program will be invited to the meeting where their requests will be discussed and ranked. He also stated that we need all of the requests completed by mid-May 2019. At the April 17, 2019 PBC meeting we will give the final rankings from the committee meetings. The committee work needs to be completed by February 2019. Information on when the requests will be ranked will be sent out.

The Committee discussed the rubrics on the ranking of "High" which would be:

- State and Federal mandates

			<ul style="list-style-type: none"> • Replacing retired faculty/staff • Replacement of equipment • Safety issues <p>M. Bush stated that if there are any other suggestions for the rubrics, please contact him.</p> <p>There was discussion of the Childcare Center; there is nothing proposed as a change at this time.</p> <p>For the May 2019 meeting, it will be on May 7, 2019, 2:00-4:00.</p> <p>D. Eberhardy stated that for the Resource Requests, the ranking in the Committees will be “High”, “Medium” and “Low”. It is critical that we bring it back to our areas. M. Bush stated that we are updating the spreadsheet to include the Programs priority for the Resource Request and will get it out as soon as possible.</p> <p>Congratulations went out to G. Casillas-Tortorelli upon her retirement.</p>		
VII.	Follow-up Items for Next Meeting	I	No items were suggested.		
VIII.	Future Meeting Dates	I	<p>The remaining Planning & Budget Committee dates for 2018-2019 are as follows:</p> <ul style="list-style-type: none"> • January 16, 2019 • February 20, 2019 • March 20, 2019 • April 17, 2019 • May 7, 2019 		

IX.	Adjournment		The meeting adjourned at 11:13 a.m.		

Handouts:

2019-2020 Resource Requests Spreadsheet