



PLANNING AND BUDGETING COUNCIL (PBC) MEETING MINUTES

Present: Mike Bush (*co-chair*), Amy Edwards (*acting co-chair*), Graciela Casillas-Tortorelli, Catalina Yang, Armine Derdarian, Tom O'Neil, Leo Orange, Jonas Crawford, Cesar Flores, Elissa Caruth, Alan Hayashi, Chris Renbarger, Veronica Isaacs, Carolyn Inouye, Linda Fa'asua, Linda Kamaila, Art Sandford, Cynthia Herrera, Luis Gonzalez

Absent: Diane Eberhardy (*proxy to Amy Edwards*), Richard Williams, Lisa Hopper, Oscar Cobian, ASG Rep, Christina Tafoya

Guest(s): Cynthia Azari

Meeting Date: **03/07/17** Minutes Approved: **02/15/17** 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 2:00p.m. |
| II. Public Comment | I | No comment. |
| III. Adoption of the Agenda | I,AT | The committee reviewed the agenda as presented. E. Caruth moved to approve, L. Fa'asua seconded and <i>the agenda was approved unanimously.</i> |
| IV. Approval of Meeting Minutes | I,AT | The committee reviewed the meeting minutes from February 15, 2017. C. Renbarger moved to approve the minutes as presented, C. Yang seconded, and <i>the minutes were approved unanimously.</i> |
| V. District Office Lease | | |
| o Lease Savings of Current Office | I, AT | M. Bush discussed the impact on the district budget and that the new office building has tenants and they will collect rent on these tenants. Currently, we have an estimate of \$281K a year we should be collecting from the tenants. He said there are expenses in operating the building and some are associated with the tenants and some are with the other space when the DAC moves in there. There has been a debate on what should happen with that rent. At the new building there will be utilities, etc. and a lot of unknowns but what was decided was that the rent and expenses will go into a 114 account until we get a handle on it. There's been talk about |
| o Rental Income on New Building | | |

*Handouts

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throwing the rent into the infrastructure model but we will hold it for a year until we get some hard data.

He discussed a more volatile issue regarding the district's allocation. He said in prior years the district received 6.98% of the overall available funds to run the district; \$420K was to pay rent to Ventura Unified. The district has now stated they need to need to keep the \$420K in order to cover their payroll so they are still going to need the available funds. There are strong feelings about this in that the savings should be reduced off of the district allocation and that the colleges and district office should benefit from the rent savings. There is also a tradition that we want to hold harmless. No one wants to force the district office into layoffs. There is proposed language that we will have to weigh in on. Mike read the proposed language to get feedback from PBC. Although it was never articulated that the money would go to the colleges, we would like to recommend a change but will continue discussing it for the 2019 budget.

L. Kamaila said when this came up as part of the discussion at Academic Senate, every senator was very upset and directed her to go back to DCAS and talk about the building. M. Bush said at the retreat a Board member made recommendations on a district reorganization that involved four high level positions that included a Deputy Chancellor, Assoc. Vice Chancellor of Facilities, and an Internal Auditor. There was not a board action as far as he is aware but they are doing a study. It's at the discussion level right now and no positions moving forward on a recommendation at this time. M. Bush asked the committee what they would like to do with the language DCAS is proposing.

A. Hayashi added that this year they have not used the \$420K to cover the current salaries and expenses that are at the district and this is new money starting May 1st. The argument from the senior management at DCAS says they need the \$420K to cover the current level of expenses they have now in this next fiscal year and basically the Vice Chancellor was not willing to present a budget that did not include keeping the \$420K for next year. He feels this is a tremendously uncomfortable compromise from the Academic Senates at the colleges as well as AFT.

J. Crawford motioned to move forward with the proposed language from DCAS presented by M. Bush, T. O'Neil concurred, and the committee voted unanimously.

E. Caruth would like to amend the motion to make the language stronger to say either "request", "will", or "shall", rather than "would like to". J. Crawford amended the motion, T. O'Neil concurred, and the committee voted in favor unanimously.

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| VI. PEPC Report Out | I | A. Edwards said we are working on the program review cycle now. All annual and multi-year forms are due March 7 th into SharePoint. There are 12 programs in the scrutinized multi-year process. Every other program will put up a one-page annual. The reason this is due in March is so faculty can put their resource requests together to go with the program review. We are talking about ranking the resource requests at PEPC. M. Bush added we need to overhaul our program reviews across campus and revisit our resource allocation process as these were hints that came through accreditation but it's up to us to do it but we need to start with strategic planning instead. A. Edwards responded that there is a lot of connection between the Student Learning Outcomes and resource requests. |
| VII. Report/Rubric for Service Unit | I | Tabled until next meeting. |
| VIII. Informational Item: Accreditation Update | I | Dr. Azari spoke about the letter from the ACCJC and the Charrette on the 23rd. She's hoping by the end of the semester we have goal areas. She said the ACCJC will come visit in late April/May 2018 and we will be able to show them the process we have followed. The district has a recommendation and Dr. Azari read the recommendation to the committee. She is confident with the report due next year and thanked everyone who helped with the accreditation process. |
| IX. Informational Item: Strategic Planning | I | C. Herrera said there is a lot of planning going into the charrette process. The committee is trying to ensure it is a collaborative effort by having the steering committee play an active role in creating this process. At the next meeting we will be looking at the data obtained from the vision and values event and also the charrette. |
| X. Adjournment | I | The meeting adjourned at 3:09pm. |
| XI. Future PBC Meeting | I | ◦ March 8, 2017 |