



## PLANNING AND BUDGETING COUNCIL (PBC) MEETING MINUTES

**Present:** Mike Bush (*co-chair*), Linda Kamaila (*co-chair*), Richard Williams, Leo Orange, Lisa Hopper, Amy Edwards, Armine Derdarian, Linda Fa'asua, Jonas Crawford, Tom O'Neil, Oscar Cobian, Carolyn Inouye, Chris Horrock, Cesar Flores, Alan Hayashi, Christina Tafoya, Ken Sherwood, Jennifer Clark (proxy to Chris Renbarger), Paul Medina (*ASG Rep*), Christina Tafoya, Cynthia Herrera

**Absent:** Veronica Isais, Chris Renbarger – Jen Clark his proxy

**Guests:**

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Meeting Date: **10/21/2015**      Minutes Approved: **09/16/15**      Recorded By: Darlene Inda

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

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### **DISCUSSION/DECISIONS**

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|---------------------------------|------|---|
| I. Called to Order              | I,AT | The meeting was called to order at 2:05p.m.   |
| II. Public Comment              | I    | R. Williams thanked the committee for an Instructional Lab Technician for Auto Technology.  |
| III. Adoption of the Agenda     | I,AT | The committee reviewed the agenda as presented. A. Edwards moved to approve, A. Derdarian seconded and <i>the agenda was approved unanimously.</i>  |
| IV. Approval of Meeting Minutes | I,AT | The committee reviewed the meeting minutes from May 13, 2015. A. Edwards moved to approve the minutes as presented, J. Crawford seconded, and <i>the minutes were approved unanimously.</i>   |
| V. Council Membership,          | I    | L. Kamaila stated that she would like to make the Vice President's (Business Services, Academic Affairs & Student Learning, and Student Development) voting members of PBC. For accreditation purposes, she feels they would be good representation. She would also like to go to (10) senate appointed faculty members. She also asked if the committee had issues with adding all the Deans as <i>ex-officio</i> on the committee with the exception of (1) voting Dean. When presented to the committee, there were no objections. |
|                                 |      | A. Hayashi stated that he has resigned as a senate appointed member of the committee and will act as the AFT representative instead.  |

\*Handouts

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- a/b) Purpose and Charge
- I A. Hayashi addressed recommendations to the president regarding faculty hiring prioritizations and said that this group was limited to just faculty as of the last meeting but now it has expanded to include more than that. He said we need to make a statement to this in PBC's purpose that it includes faculty, classified, etc. L. Kamaila said she will make an extra bullet under activities.
  - I L. Kamaila talked about PEPC making faculty recommendations to PBC and said it's important that PBC make that recommendation to the president, but we are also only a recommending body.
- a) Linking Planning to Mission Statement
- I M. Bush said that Dr. Limbaugh looked at all PBC's plans and recommendations and wanted to know how this links to the mission, especially in terms of accreditation. He handed out \*rubric/template that Dr. Limbaugh put together. The mission statement is broken down into three major categories; learning center institution, academic excellence and multiple pathways to student success. M. Bush asked for input. A. Hayashi commented on planning being tied to spending and within this structure how does it tie to resource allocation. He added that we need to show the financial decisions are tied back to the mission. M. Bush said that if anyone would like to add more items to the rubric, to forward them to the Accreditation Standard I organizer, Art Sandford.
- VI. Full-Time Faculty Hiring – Rubric for Ranking
- I L. Kamaila presented what came out of PEPC for program recommendations. M. Bush requested to add a budget update before proceeding and said the Governor's final budget has funds to convert part-time faculty into full-time positions. He said that's \$1.7 million for the District, faculty obligations go up by 22. There were discussions on how to allocate the 22 and it was based off last years' FTES. Oxnard is 20% of the district, which would give Oxnard (5), Moorpark (9), and Ventura (8). However, it currently stands that Moorpark (4), Oxnard (2), and Ventura (4). He added we are starting off needing to add (7) full-time faculty, but could grow as high as (11). He believes the growth FTES should be off the growth, not the total amount of FTES. He would like to be rolling into January with the president having a recommendation of (10) or (11) faculty positions. He wants to go a little deeper just in case. His rational will be that Oxnard didn't take any full-time faculty so we will take it this year. The district

wants the Deans to get all their positions into ORAP so this can be done by next month. L. Kamaila went through each program on the spreadsheet, explained each position and the rationale behind each recommendation. The programs recommended for faculty positions were Addictive Disorders, Athletics Coach/PE/HED, Auto Technology, Communication Studies, Culinary Coordinator, Dental Assisting, Early Childhood Education, English (1), English (2), Math, and Sociology. The committee discussed the items for the rubric for faculty ranking; student engagement, replacement, ADT's, transfers, and productivity. In addition to the programs recommended by PEPC, L. Kamaila recommended adding a second math and biology position. She will send the list of (13) programs for faculty positions along with the rubrics worksheets for ranking.

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| VII. Informational Item:<br>Accreditation Update | I | No Update                         |
| VIII. Adjournment                                | I | The meeting adjourned at 4:04p.m. |
| IX. Future PBC Meeting                           | I | ◦ October 21, 2015                |