



PLANNING AND BUDGETING COUNCIL (PBC) MEETING MINUTES

Present: Mike Bush (*co-chair*), Linda Kama'ila (*co-chair*), Armine Derdarian, Alex Lynch, Amy Edwards, Tom O'Neil, Leo Orange, Jonas Crawford, Graciela Casillas-Tortorelli, Cesar Flores, Alan Hayashi, Lisa Hopper, Karen Engelsen, Carolyn Inouye, Carole Bogue (*ex-officio*)

Absent: Robert Cabral, Ashley Lajoie, Linda Robison

Guests: Ken Sherwood, Chris Renbarger, Richard Duran

Meeting Date: **10/15/14** Minutes Approved: **09/17/14** 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 2:02p.m. |
| II. Adoption of the Agenda | I,AT | T. O'Neil moved to approve the agenda with one change moving Public Comment and Approval of Minutes to the end of the agenda, L. Orange seconded, and <i>the agenda was accepted with changes.</i> |
| III. Public Comment | I | Everyone from the committee went around the room introducing themselves to Carole Bogue, the Interim EVP of Student Learning. |
| | I | The committee discussed the Assistant Dean position that has been approved for Transitional Studies. A. Hayashi voiced that a number of faculty have approached him with concerns regarding planning and implementation. L. Kamaila suggested that Dr. Duran attend the next Senate meeting to address faculty with their concerns. M. Bush added that the planning level for this position is a lot lower than PBC at this point. He said it will move through Transitional Studies, PEPC, and then PBC as they don't really deal with department issues, rather with resource requests, etc... He also stated that Dr. Duran has been reaching out and meeting with faculty as well as Carole Bogue. |
| IV. Approval of Meeting Minutes | I,AT | The committee reviewed the meeting minutes from April 16, 2014. T. O'Neil moved to approve the minutes as presented, G. Casillas-Tortorelli seconded, and <i>the minutes were approved with one refinement.</i> |

*Handouts

PBC Minutes (09/17/2014)

V. Student Success Plan

I K. Engelsen talked about the recent 3SP meeting she and G. Casillas-Tortorelli attended and said Oxnard College is doing really well. She talked about transfer success and said the solutions are 3SP, Basic Skills and Student Equity and how do we get our students to get into the institution successfully, get through the required elements and ensure they get to completion or successful transfer. She addressed the folder of materials* to show everyone what they are doing. Included in the folder were flyers for OC, Student Success Institute, Latino College Completion, CCSSE Benchmarks of Effective Practice, Comparison: SSSP and Student Equity, and the Oxnard college Student Success and Support Program Plan “CONDORS SOAR” Summary Overview.

She then went into more depth into the Student Success & Program Plan “Condor SOAR”. The information in this plan came from counselors and student services leadership team, which has been in the development process for the past 3-4 years. She said counselors have done a bunch of effective practices review, providing services and continuous quality improvement. We’ve also been sitting on various different PGM committees. She added that while this is what’s being submitted to the state on October 7th, this is not in stone and is an organic plan. She is also creating a site on SharePoint which is where she’ll upload the full plan and anything that goes along with the Condor SOAR program.

M. Bush addressed budget and said he didn’t see anything that addresses this. K. Engelsen responded that there is a separate document she’s working with Jennifer Clark on and will be finishing up this week. M. Bush reminded her that the document needs to go to the Board and Consultation Council.

L. Kamaila said she will look at it with Senate Monday as well as there are a couple areas that were shared governance related and also addressed a couple items that should be reiterated. She said PEPC talked about prioritizing online assessments and computer skills assessment.

C. Inouye added that Student Success is a college-wide effort and feels at some point we need to determine how instructional faculty can play a key role and how they are being incorporated.

A. Hayashi said there is a real focus from a counseling standpoint to make sure students are in the right place and going into the appropriate classes. He asked if there was anything that addresses instruction in the classroom and different modalities in success. K. Engelsen responded that it's not an area that this goes after. M. Bush added that soon it will all be performance based so we will get funded based on our performance. L. Kamaila concluded that she will tell Senate that PBC looked at it and to email her if there is anything to add.

VI. Budget Update

- I M. Bush spoke about the budget and said recalculations were done last spring by the state and some colleges did not earn their growth. The District got \$500K, and Oxnard College got all of it. He said this time of year the allocation model is reviewed and that this time around, it's more collegial between the colleges. He said in the past we have used a productivity number, which adjusted colleges based off of their facilities and program mix and Oxnard had a lower productivity because of facilities and large number of CTE programs but now our college has changed; our productivity had the highest of the three colleges and we have always met our number. He said one of our sister college's failed their productivity and we have a system that rewards poor productivity, so they received more money. Ventura College made a proposal that we use 525 across the district to be fair. But if a college doesn't make that number, they will have to cut other areas of their budget to meet that number. He passed out a document* that shows what it would be if we were calculated at those numbers with that method. They are recommending phasing it in over 4 years. The way they want to hold harmless is by moving \$500K from OC to VC. Every year, that \$500K holds, so as the FTE goes up and down – \$500K will go from MC to VC and nothing happens to OC. Following year they would decrease by a 1/3. Then by a 1/3, etc..... OC would go down \$26K, but that's less than 1%. Ventura is not rewarded for having poor performance and if they do meet their #'s, they are better off. This document goes to DCAS for discussion tomorrow. Concerned about unintended consequences. If you have any questions, as Mike.

Mike said we are growing very quickly up 13% so far but it will be a few years until we get mid-level. If Ventura College loses their mid-level; the \$133 million will drop by \$600K. Oxnard College would get hit by 20% of that. It's a bigger issue for Ventura than it is for us.

*Handouts

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| VII. Proposed District Mission Statement | I | The committee addressed the proposed district mission statement. L. Kamaila said it sounds like a very generic statement. M. Bush responded that they are open to feedback so if anyone wants to provide any, Trustee Blum will take it. C. Inouye talked about the last paragraph and said they are trying to use the words we are supposed to use for accreditation. It's not written for who we should be doing it for. A. Hayashi said they need to keep in mind the target audience and change it to address that. M. Bush is going to send the suggestions to the President. |
| VIII. Informational Items: Accreditation & Communications Council | I | <p>Starting to round up people for the Accreditation team on October 17th.</p> <p>M. Bush talked about the Communication Council matrix which shows what all the other committees are doing.</p> |
| IX. Adjournment | I,AT | The meeting adjourned at 3:32p.m. |
| X. Future PBC Meeting | I | <ul style="list-style-type: none"> ○ October 14, 2014 |