PLANNING AND BUDGETING COUNCIL (PBC) MEETING MINUTES

Present: Mike Bush, Diane Eberhardy (via telephone), Armine Derdiarian, Catalina Yang, Cesar Flores, Elissa Caruth, Graciela Casillas-Tortorelli, Jonas Crawford, Rainer Mack, Richard Williams, Tom O'Neil, Alan Hayashi, Amparo Medina, Chris Renbarger, Lisa Hopper, Oscar Cobian, Roy Vasquez, Carolyn Inouye

Absent: Leo Orange (Linda Kama'ila as proxy), Katie Pierce, Linda Fa'asua (Amparo Medina as proxy)

ExOfficio/Guest(s): Cynthia Azari, Art Sandford, Cynthia Herrera, Christina Tafoya, Luis Gonzalez, Linda Kama'ila,

Meeting Date: **3/21/18**	Minutes Approved: **2/21/18**	Recorded By: Lori Jay

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

DISCUSSION/DECISIONS

I.	Called to Order	I,AT	The meeting was called to order at 2:01 p.m.
II.	Public Comment	I	There were no public comments.
III.	Adoption of the Agenda	I,AT	The Committee reviewed the agenda. L. Kama'ila asked if item number 7 be moved to after item number 4; it was moved. M. Bush asked for a motion to accept the agenda; L. Kama'ila so moved, T. O'Neil seconded and the agenda was adopted.
IV.	Approval of Meeting Minutes	I,AT	The Committee reviewed the minutes from the meeting of February 21, 2018. M. Bush asked for a motion to approve the minutes; T. O'Neil so moved, L. Kama'ila seconded and the minutes were unanimously approved.
VII.	Recommendation on Data Management System for Program Review & Resource Requests	I,D	M. Bush asked if there were any questions on the two programs that were shown during the previous meeting. He described the main points of each program. Both programs discussed would satisfy Accreditation purposes. M. Bush stated that if we

			use Access, we would need to keep using eLumin. If we choose TrakDat by Nuventive, we do not need to keep eLumin.
			There was discussion of the two programs. The Committee feels confident in Janet Dawald doing her work on this project. Janet believes that if she were not available, that someone else would be able to step in to work on the Access program. It seems that working with her could be easier than with the Nuventive company. M. Alexander feels that our needs would be met with the in-house program.
			D. Eberhardy stated that PEPC would like to have the program up to be able to practice with it before implementing it, possibly in fall 2018. The PBC members would like to make a recommendation by the April 18, 2018 PBC meeting.
			C. Flores stated that we need a system that makes it easier to pull data, which makes an in-house program make more sense. M. Bush stated that with both programs, data is pulled from what has been downloaded. Janet's program would be seamless.
			C. Inouye expressed concern of eLumen. If we go with TrakDat, this would possibly give us problems with SLO's without eLumen available.
			A. Medina stated her concern that if Janet Dawald is not available, who would fill in for her. M. Alexander would be able to do some of the work but we would possible need to hire someone.
V.	First Reading of Resource Request Rankings	I,D	M. Bush stated that the Faculty rankings have been corrected; the results were not affected. Dental ranked as high; all others ranked at medium. He provided a handout, "Faculty, Corrected".
			Some of the History Resource Requests were on SharePoint in a place, which could not be accessed. Also, Academic Affairs Course Leaf Management System, two SSSP and one Welcome Center requests were not ranked. They will be ranked by a sub group.
			L. Kama'ila stated that there are some full-time Faculty rankings, which need to be reviewed. M. Bush will pull these for review. The corrected sheet

			will need to go to PEPC and through the Senates and back to PBC for a final recommendation. PEPC will make the final decision on full-time Faculty then sent to PBC for a final approval.

There was discussion of new full-time Faculty rankings within the PBC group. Diane stated that it goes to the PEPC group and then to the Senate meetings on April 9 and then back to PBC and then to Dr. Azari.

There was discussion of Committee members needing to participate and rank all of the Resource Requests. This is a new program but they need to be accountable. The members discussed the scoring system. |
| VI. | Recommendation on Child Development Center | I,D, AT | M. Bush discussed that there was no recommendation during the last PBC meeting. M. Bush asked for a recommendation on the CDC. There was a motion by A. Hayashi to discontinue funding for the CDC; C. Yang seconded. There was discussion that we need more information to be able to make a recommendation at this time.

E. Caruth stated not to discontinue funding and that we need to provide the program to our students who are in need of these services. She would like to revisit budget allocations before making a decision. L. Kama'ila stated that there is a free child-care center on campus, CDR (Child Development Resources) and that it is not advantages to the college when there is a free center as well as our own. G. Casillas-Tortorelli stated that in the past we have been shown numbers regarding the CDC. Perhaps we should hear from someone at the college who uses/used the CDC.

M. Bush described the CDC program and that it became a lab experience. Our students also use the CDR program.

A. Hayashi stated that some students use the CDC to complete observations and some go outside of OC to get observation time in. C. Flores discussed that some students say they try to get observations done here at OC but it cannot be accommodated for their assignment. |

			D. Eberhardy stated that before making any decisions we need to see more information so we get a clear idea of what they are doing and what would be their future. Perhaps we can talk about this in the April 2018 meeting. A. Hayashi stated that VC has an endowment to help them. There was discussion of getting grants to help our program. If we do not fund our center, CDR's existence is a separate issue that would need to go through the board. O. Cobian stated that he has a child in our center. L. Kama'ila stated that we need more enrollment numbers, observation statistics and financial information to make an informed decision. She made a motion to table this item to the April 18, 2018 meeting. T. O'Neil seconded; the motion was carried.
VIII.	Future Member Comments & Agenda Items	I,D	M. Bush stated that Michael White may be at the next PDC meeting. Dr. Azari stated that there will be two Accreditation Forums, on March 22, 2018.
IX.	Adjournment of May 16, 2018 Meeting	I,AT	It was discussed to adjourn the meeting of May 16, 2018, due to Commencement. A vote was taken; the May 16 meeting was adjourned.
X.	Adjournment	I	The meeting adjourned at 3:19 p.m.
XI.	Future PBC Meeting	I	o April 18, 2018 o May - Adjourned

CORRECTED 2

Program Name	Resource Description	DE	AD	AE	AS	CH	CI	CY	CF	CT	CR	DI	EC	GCT	GW	JL	LA	LH	LG	MS	MB	MK	RC	SN	TS	JC	MA	Total Points	AVE Score	Ranking
American Sign Language	Full-time instructor	1	2	1	1	1	2	2	3	2	3	3	3	2	3	3	2	2	2	3	1	2	3	2	3	2	2	56	2	Medium
Anthropology	Honors Program Coordinator	1	3	3	3	3	3	2	3	2	3	1	3	2	1	3	2	3	3	3	3	3	3	3	1	2	1	63	2	Medium
Art	Full-time instructor	2	2	2	1	2	2	2	2	2	2	2	2	2	2	3	2	2		2	1	3	2	2	3	2	1	50	2	Medium
Athletics	Athletic Counselor	1	2	3	2	2	2	2	3	1	1	3	2	2	1	2	2	3	3	2	1	1	2	3	3	3	1	53	2	Medium
Counseling	Replacement of potential retired couselor in Sp 18	3	3	3	2	3	3	3	3	1	2	2	3	3	1	3	3	3	1	3	1	2	3	3	3	3	1	64	2	Medium
Counseling	Part-time Counselors	1	2	2	2	2	2	2	3	2	1	3	2	3	1		2	1	1	2	1	2	2	2	2	2	1	46	2	Medium
Counseling	Part-time Counselors - PG classes	1	1	3	2	1	2	2	2	1	1	3	2	3	1		1	1	1	2	1	2	2	1	1	1	1	39	2	Medium
Counseling	Part-time Counselors - On-line	2	3	2	2	3	2	2	3	3	1	3	3	3	1		2	1	1	3	1	3	3	3	2	3	1	56	2	Medium
Counseling	Full-time Counselor	1	2	3	2	3	3	2	3	2	2	3	3	3	3		2	1	1	3	1	3	2	2	1	1	1	57	2	Medium
CRM	Full-time faculty - HRM instructor	1	2	2	2	2	1	3	3	2	2	1	2	3	2	2	2	2	2	1	1	3	3	3	1	2		52	2	Medium
CRM	Full-time faculty - Baking instructor	1	3	2	2	2	2	3	3	2	2	2	2	3	2	2	2	3	2	1	1	3	3	2	1	2	2	55	2	Medium
Dental Assisting	Reinstatement of full-time faculty	2	3	2	3	3	3	3	3	3	2	3	2	3	3	3	3	2	3	2	3	3	3	2	2	1		68	3	High
EAC	Counselor - 50% categorical, 50% general funds	1	3	2	2	2	2	2	2	2	2	3	2	3	2	3	3	1	1	2	1	1	2	2	2	2	1	51	2	Medium
Early Childhood Education	New/Replacement faculty	2	2	3	1	1	3	2	3	3	1	3	3	3	1	2	2	3	2	3	1	1	2	2	3	1	2	55	2	Medium
Economics/Social Science	Honors Program Coordinator	1	3	3	3	3	3	2	3	2	3	1	1	2	1	3	2	3	3	3	2	3	3	1	2	1		60	2	Medium
Health Education	2 Part-time faculty	2	3	3	2	2	2	2	2	2	2	3	2	3		2	2	2	2	1	1	2	2	3	3	2		52	2	Medium
Letters - English	1 Full-time faculty	1	3	2	2	3	3	3	3	2	2	2	3	2	2	2	3	2	2	1	1	2	3	2	2	2	3	58	2	Medium
Library	Part-time Librarian	3	2	1	2	2	3	2	3	2	1	3	2	2		2	2	1	2	1	2	2	1	3	2	2		50	2	Medium
Mathematics	Full-time faculty - 2 semester leave replacement	1	2	3	3	3	1	2	3	3	1	2	2	3	2	2	2	1	2	2	1	2	2	1	3	3	1	53	2	Medium
Mathematics	Full-time faculty - tenure track	1	2	2	3	3	3	1	3	2	3	1	3	3	3	2	3	3	2	3	1	2	3	2	2	1	2	59	2	Medium
Physical Education	Part-time faculty	1	2	2	2	1	1	2	1	2	2		2	2	1		2	2	1	2	2	2	3	3	1			40	2	Medium
Physics & Engineering	Additional Physics classes & faculty	1	2	2	2	2		3	3	1	2	1	1	3	1	1			2	2	3	2	2	2	3	2		43	2	Medium
Physics & Engineering	Full-time instructor	2	3	1	2	3	3	3	1	3	3	2	1	3	1	3	3	3	2	3	3	2	3	3	3	2	2	63	2	Medium
Political Science	Honors Program Coordinator	1	3	3	3	3	3	2	3	2	3	1	3	2	1	3	2	3	3	3	3	2	3	3	1	1	1	61	2	Medium
Sciences - All	Honors Program Coordinator	1	3	3	3	3	3	2	3	2	3	1	3	2	1	3	2	3	3	3	3	2	3	3	1	1	1	61	2	Medium
Sociology	Honors Program Coordinator	1	3	3	3	3	3	2	3	2	3	1	3	2	1	3	2	3	3	3	3	2	3	3	1	1	1	61	2	Medium

Committee Priority Ratings

* Rating Key:

High Priority = 3

Medium Priority = 2

Low Priority = 1