



PLANNING AND BUDGETING COUNCIL (PBC) MEETING MINUTES

Present: Mike Bush (*co-chair*), Linda Kama'ila (*co-chair* (proxy from Karen Engelsen), Robert Cabral, Marlene Dean, Ishita Edwards, Alex Lynch, Tom O'Neil, Leo Orange, Mike Abram, Daniel Goicoechea (proxy from R. Smith), Ana Maria Valle, Jeanette Redding, Jeff Hiben, Lisa Hopper, Carolyn Inouye, Juan Smith-Valle (*ASG Rep*), Linda Robison

Absent: Erika Endrijonas (*ex-officio*), Karen Engelsen (proxy to L. Kama'ila)

Guests: Gail Warner, Jeff Erskine, Jonas Crawford, Connie Campos, Candice Wittkins, Chris Horrock

Meeting Date: **10/03/2012** Minutes Approved: **09/26/12** 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 2:06 p.m. |
| II. Public Comment | I | L. Kamaila welcomed the public to the meeting and thanked them for coming out. She stated that everyone will get 3 minutes each to speak. She added that all motions made today are contingent on the failure of Prop 30. She said that if your program is listed in a motion, it will be seconded and will then open up for public comment on that motion. |
| | I | There was only one general public comment made by Alan Hayashi in relation to the allocation model and handed out a packet of information* from the VCCCD FY13 Adoption Budget Allocation. |
| III. Approval of Meeting Minutes | I,AT | The committee reviewed both meeting minutes from September 12, 2012 and September 19, 2012. R. Cabral moved to approve both meeting minutes, J. Redding seconded. The meeting opened for discussion |
| | I,AT | Regarding the September 19, 2012 meeting minutes, A. Valle wanted her full recommendation comments included. J. Smith-Valle wanted it conveyed in his comments that they were not his personal recommendation rather they were for the students. I. Edwards said she started by mentioning cost factors first when making her recommendations. R. Cabral wanted it |

*Handouts

clarified that when he made reference to 600K, it was actually \$600K. After discussion, *the minutes were accepted unanimously.*

I L. Kama'ila said she asked Dr. Duran about the forms of our motions and regarding AP4021 if it is okay to have "reduce" or "eliminate" and she said he told her he preferred it that way. She also asked him if we can come up with more than \$800K so we have more leverage. She also mentioned that if we recommend discontinuing a program, we will have teach-outs and the cost of that is high. A. Valle asked that if prop 30 passes, we will make not follow through on these recommendations and L. Kamaila said that she is correct. M. Bush added that we will be recommending the discontinuance of Engineering Tech regardless, for academic reasons.

IV. Discontinuance of Engineering Tech

I,AT A. Lynch recommended Engineering Tech for program discontinuance, J. Redding seconded, there was no discussion, and *the motion was unanimously accepted.*

V. Program Recommendations – Possible Discontinuance or Reduction per VCCCD Board Policy

I,AT L. Orange moved to suspend or eliminate Dental Hygiene and Dental Assisting based on last week's presentation, A. Valle seconded and the motion was opened for discussion.

I I. Edwards changed last week's recommendation based on data she received afterwards. She removed auto collision from the list and also removed Personal Guidance. L. Kama'ila said that Ishita was not the only person to make a change to their recommendations made last week and she is maintaining an executive summary and tracking the changes.

I L. Kama'ila opened the motion up for discussion. A. Valle spoke about not having a dollar figure based on Alan Hayashi's information in his public comment. R. Cabral asked if the cost estimates given were realistic and M. Bush responded that they were.

I J. Smith-Valle passed out a document* which had several different emails from concerned OC students regarding the Dental Hygiene program.

I The committee opened up the meeting for public comment. Amy Torres spoke on behalf of the Dental Hygiene and Dental Assisting program and presented a handout of information*.

*Handouts

- I,AT L. Kama'ila restated the motion regarding Dental Hygiene and Dental Assisting to read:
Whereas if California Proposition 30 fails to pass in November, 2012, it will become necessary to dramatically decrease the budget at Oxnard College and
Whereas the District Committee on Administrative Service has informed the Board that the approximate share of the decrease in the district budget will be \$1,600,000 and this information appears to be a reasonable estimate of the impact of the failure of Proposition 30,
Be it resolved by the Planning and Budget Council that after careful review we make the following recommendations under AP 4021 on the basis of the overall cost and economic impact of the program(s) upon the college to:
Discontinue or reduce Dental Hygiene and Dental Assisting with reasonable teach-out, costs, and timeline in mind.
Twelve (12) committee members (included is one proxy vote L. Kama'ila by K. Engelsen) in favor of the motion, three (3) opposed the motion, one (1) abstention, and *the motion carried by majority.*
- I L. Kama'ila stated next that there were twelve (12) recommendations made about Television. A. Lynch asked about the donation from the Foundation and already reaching \$700K with Dental Hygiene and Assisting. M. Bush responded that unfortunately, the donation made by the Foundation has already been worked in the budget. J. Smith-Valle passed out a document* from the OC Foundation regarding the donation to the college. A. Lynch responded that it seems Television is next to be recommended and the recommendations made so far have all been from CTE and said that we need to think about what we want our college to be.
- I L. Kama'ila responded that the next two (2) recommendations are not CTE and that's why she recommended that we reduce instead of discontinuing or eliminate. She said that after Television, 5 unit classes that don't offer certificates or degrees are next to be recommended. M. Bush responded it needs to be clarified whether we reduce four (4) or five (5) unit classes to three (3) units or have less. L. Kama'ila said the next step is the EVP meets with Dept. Chairs to get a print out of what that means.

- I A. Valle passed out information on GE courses* so the committee could see what is on the other side of the house.
- I,AT M. Abram made the following motion to discontinue, reduce, or suspend Television, L. Orange seconded. Whereas if California Proposition 30 fails to pass in November, 2012, it will become necessary to dramatically decrease the budget at Oxnard College and Whereas the District Committee on Administrative Service has informed the Board that the approximate share of the decrease in the district budget will be \$1,600,000 and this information appears to be a reasonable estimate of the impact of the failure of Proposition 30,
Be it resolved by the Planning and Budget Council that after careful review we make the following recommendations under AP 4021 on the basis of the overall cost and economic impact of the program(s) upon the college to:
Discontinue, reduce, or suspend Television with reasonable teach-out, costs, and timeline in mind.
Ten (10) committee members (included is one proxy vote L. Kama'ila by K. Engelsen) in favor of the motion, five (5) opposed the motion, one (1) abstention, and *the motion carried by majority.*
- J. Redding stated for the record that she represents AFT so she is constrained by that representation to vote a certain way. J. Smith-Valle added that it's not his place to vote for discontinuance of programs, only to keep programs.
- I Concerns about the total cost of ownership, transferability, completion, and curriculum were made by the committee and recommended PEPC to review.
- I R. Cabral thanked the co-chairs for the process and recommended to have a debriefing on what this committee did today.

M. Bush said in the spring the committee can talk about what we want to measure so that we have sufficient time to pass it around and vet it so we know it's solid.
- VI. Guidelines for Administrative and Student Services Recommendations
- I L. Kama'ila stated that the committee gets a one-month timeline reprieve in coming up with reduction recommendations for Administrative and Student Services. We need to now try and discuss what the general principles will be.

*Handouts

- I L. Robison motioned to protect classified on campus from cuts and L. Orange seconded. L. Kama'ila responded that she recommends waiting on the motion so that classified can come to the next meeting for public comment and asked L. Robison if the motion could be tabled and she agreed.
- I A. Valle requested data to show what groups fall under the general fund and M. Bush responded that he will run a report for general fund which will include the org for unrestricted general fund.
- I R. Cabral stated that he supported L. Robison's motion and requested that for every motion we agree on, he would like to do a financial impact report on what is recommended.
- I J. Crawford made a public comment regarding Athletics and the impact the cuts have been on the program. M. Bush responded that Intercollegiate Athletics is co-curricular.
- I L. Kama'ila asked that all requests for data be sent to her or M. Bush. C. Inouye asked about the timeline and if the committee will be expected to make recommendations at the next meeting, L. Kama'ila responded yes. It was decided by the committee to have a special meeting prior to the October 17th meeting where guiding principles for Administrative and Student Services can be discussed. The committee agreed on meeting next week on October 3rd at 2:00p.m.

VII. Accreditation

- I No Update

VIII. Adjournment

IX. Future PBC Meeting

- October 3, 2012
- October 17, 2012
- November 21, 2012
- January 16, 2013
- February 20, 2013
- March 20, 2013
- April 17, 2013