



## PLANNING AND BUDGETING COUNCIL (PBC) MEETING MINUTES

**Present:** John al-Amin (*co-chair*), Robert Cabral (*co-chair*), Leo Orange, Tom O'Neil, Alex Lynch, Ralph Smith, Diane Eberhardy, Elizabeth Rangel (ASG Student Rep), Jim Merrill, Ana Maria Valle, Alan Hayashi, Ishita Edwards, Carolyn Inouye, Jeanette Redding, Lisa Hopper, Karen Engelsen, Erika Endrijonas, Linda Robison, Jeff Hiben

**Guests:** Chase Chandler, Jose Valencia, Joseph Polechek, Victor Torres, Humberto Corona, David Gonzalez, Diego Perez, German Martinez, Marc Chenez, Chris Bumblis, Julio Lopez, Jesus Lopez, Jessie Martinez, Edwin Alvarado, Phillip Hay, Ron Hernvall, Horacio Mendez, Ronald Duran, Robert Balderrama, Jose Roa, Carlos Chavez, Pablo Tapia, Paul Contreras, Edgar Marquez, Paul Olivares, Juan Smith, Manuel Jimenez, Steven Daniels, Mrad Maymes, Dien Huynh, Edgar Vallejo, Leon Sanchez, Jon Colson, Ricardo Romero, Bill Marley, Tony Harber, Jose Ortega, Ashley Davis, Andres Orozco, Michael Sullivan, Daniel Cisneros, Richard Yumallg, Cristian Garcia, Andrea Balazar, Arcelia Martinez, Rev. Jim Gilmar, Armando Gamez, Ron McCown, Melquades Baldwin, Jim Doria, George Ortega, Gail Warner, Wm. Scott Seaman, Cruz Robles, Julio Avila, Jesus Espitia, Ramon Jimenes, Christina Tafoya, Andrew Cawelti

---

Meeting Date: **10/19/11**      Minutes Approved: **10/05/11**      Recorded By: Darlene Inda

---

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

---

### **DISCUSSION/DECISIONS**

- |                    |    |   |
|--------------------|----|---|
| I. Called to Order | AT | The meeting was called to order at 2:11 p.m.  |
|                    | I  | J. al-Amin stated that he will allow each person who signed up on the Public Comment sheet two minutes each to make their statement.  |
| Public Comment     | I  | Public comments regarding program discontinuance were made by Chase Chandler, Carlos Gonzalez, Andrew Cawelti, Marc Chenez, Jessie Martinez, Julio Lopez, Ronald Duran, Juan Smith, Steven Daniels, Ron McCown, Tony Harber, Ashley Davis, Rev. Jim Gilmar, Paul Olivares, Edgar Vallejo, Ricardo Romero, Bill Marley, John Rees, Andrea Balazar, Jon Colson, and George Ortega (letters submitted by John Rees and William Marley attached). |

- II. Approval of Minutes
- I,AT R. Cabral stated that we received two changes from members and read them for approval by the other members to be included in the minutes. All members concurred.
- I,AT A. Valle moved to approve the meeting minutes of September 21, 2011 with the additions made by I. Edwards and A. Lynch as well as an additional comment by herself, I. Edwards seconded, and the motion was approved and accepted with refinements.
- III. Program Discontinuance
- I J. al-Amin stated that this discussion is a continuance from the last meeting. He handed out a packet of information containing data that was requested regarding the programs outlined in the discontinuance memo. R. Cabral asked L. Hopper to explain the contents of the data to the council.
- I L. Hopper explained the EMSI data which was produced by Centers for Excellence Workforce Program and as an example reviewed the data from one of the programs stating that the data showed what occupations students could go into from this program, what jobs are coming up, estimated earnings, and annual openings. She added that this information reflects countywide, but that none of the information is specific to OC graduate students.
- I A. Lynch expressed concern regarding Auto Body because part of the reason it's being recommended for discontinuance is because it's being offered elsewhere, however, the Adult Education program that is offered isn't necessarily the same program providing the same certification, so he feels it doesn't meet the criteria as an alternative.
- I,AN J. al-Amin asked the council members to take the data that L. Hopper provided, review it, and bring any questions to the next meeting for a better discussion.
- I A. Valle stated that the data provided only reflects the programs that are recommended for discontinuance and feels that it is unfair and that data should be provided for all programs.
- I A. Lynch requested a motion to remove Auto Body from the list because it does not meet the criteria, R. Smith seconded, and J. al-Amin stated that the motion is out of order. He stated that we have been asked to consider

programs for discontinuance in order for us to meet the budget target and if a program is removed from the list, something has to be added to replace it and the criteria needs to be provided to support this. J. al-Amin requested for the sake of compromise that A. Lynch withdraw his motion so that the council can have time to review the data and then discuss his motion.

- I,AN A question regarding the “Action” items on the agenda came up in regards to A. Lynch’s earlier motion and it was requested that the agenda reflect what items are for Action, Information, and Discussion. All future agendas will be itemized to show this.
- I J. Redding asked what the other colleges were doing as far as reductions and their process. J. al-Amin responded that in his Admin Council meeting it was stated that HR needs to have the list by November so that by December they can do background information to see who will move where so that in January, the Board can take action.
- I R. Cabral received information from his two counterparts and that Moorpark has responded that they weren’t taking any action until district-wide AP was approved, but that they understand the urgency. Ventura wants to wait too and stated that they were going to run any proposed list that their president has offered through their normal program review process.
- I I. Edwards asked when the council can expect to receive the detailed cost information for all programs. J. al-Amin passed out a document of what was fiscally done last year and this year and stated that there are other things up for recommendation such as athletics and classified staff. He reviewed the handout which was a Program Costs Summary of the programs/disciplines recommended. The handout showed the Personnel/Hourly Staffing Costs, Operating Costs, Other Funding and an overall Total Program Cost. He added that total cost of ownership is not built into program costs.
- I A. Hayashi had a question regarding the Program Costs Summary focusing on Auto Body and asked in regards to Personnel/Hourly Staff Costs, if the cost of the F/T Instructor in Auto Body and the benefits were considered part of that cost. J. al-Amin responded that salary, benefits and any hourly sections which have been scheduled for this year are a part of this total. A.

Hayashi stated that his understanding of the allocation model is that if a F/T position is cut, we will not save the amount noted on the spreadsheet because it is a full time position and that our savings will only be the # of units multiplied the average hourly employee rate. He added the way the funding of the allocation model is that the district is paying for the cost of the F/T employee rather than the # of units and since we are looking at a F/T Instructor in Auto Body, he's wondering if it really will save District in net amount, 1.6 million. J. al-Amin responded that we are going to save the 1.729 million, reason being that the difference it will cost to hire that FT faculty back comes from the hourly line which is not reflected, and is also part of the overall reduction. For the faculty we do have to bring back, it has been calculated and comes from the hourly line.

I,AN R. Cabral stated that given the content and data it was agreed that if there were any questions, they would be forwarded to PBC members. He added that the council needs to be prepared at the next session to be able to come back to move forward in this process as we need to create a list.

IV. Budget Discussion I Discussed as part of Item III  
Relating to Program  
Cuts

V. Resource Request Form I,AT E. Endrijonas brought up the Resource Request Form for 2012-13 and asked if it would remain the same as last year with the exception of the FY date. It was by general consensus from the council that the same form be used and FY changed to 2012-13. All council members accepted.

VI. Informational Item: I No update  
Accreditation

VII. Adjournment AT The meeting adjourned at 4:40 p.m.

#### VIII. Future PBC Meetings

- |   |   |  |
|---|---|--|
| I | <ul style="list-style-type: none"> <li>○ October 19, 2011</li> <li>○ November 2, 2011</li> <li>○ November 16, 2011</li> <li>○ December 7, 2011</li> <li>○ January 18, 2012</li> <li>○ February 1, 2012</li> </ul> | <ul style="list-style-type: none"> <li>○ February 15, 2012</li> <li>○ March 7, 2012</li> <li>○ March 21, 2012</li> <li>○ April 4, 2012</li> <li>○ April 18, 2012</li> <li>○ May 2, 2012</li> </ul> |
|---|---|--|