

**Planning & Budget Committee (PBC)
Minutes, Approved 10/6/2020
September 4, 2020 12:30 p.m.**

Minutes Prepared by: Dawn Renee Neideffer

Note: 10 members required to meet quorum

Attendance:

Chairs (3)	Classified Senate (3)	Dave Fouquet
<input checked="" type="checkbox"/> Ron Gerhard (DO) non-voting	<input checked="" type="checkbox"/> Noell Adams (CC)	Kirti Reddy
<input checked="" type="checkbox"/> Cathy Gould (DO)	<input checked="" type="checkbox"/> David Rodriguez (LPC)	Rachel Ugale
<input checked="" type="checkbox"/> Rajeev Chopra (LPC)	<input type="checkbox"/> Pedro Ruiz de Castilla	Guisselle Nuñez
Administration (5)	Classified Union (3)	Billy delos Santos
<input checked="" type="checkbox"/> Dr. Theresa Fleischer Rowland (DO)	<input checked="" type="checkbox"/> Virginia Criswell (CC)	Dr. Dyrell Foster
<input checked="" type="checkbox"/> Dale Wagoner (CC)	<input type="checkbox"/> Vacant (LPC)	Dr. Kristina Whalen
<input checked="" type="checkbox"/> Anette Raischbart (LPC)	Cathy Gould (DO)	Chasity Whiteside
<input checked="" type="checkbox"/> Rajinder Samra (LPC)	Student Senate (2)	Samantha Kessler
<input type="checkbox"/> Vacant (CC)	<input type="checkbox"/> Michelle Diaz-Nava (LPC)	Dr. Stacy L. Thompson
Faculty Association (2)	<input type="checkbox"/> Stacy Harris (CC)	Terri Anderson
<input checked="" type="checkbox"/> Jeff Drouin (CC)	Guests:	Dr. Matthew Kritscher
<input checked="" type="checkbox"/> Thomas Orf (LPC)	Tamica Ward	Ashley Young
Academic Senate (4)	Sui Song	Cynthia Gordon da Cruz
<input checked="" type="checkbox"/> Miguel Colon (CC)	Paulette Lino	Dr. Susan Sperling
<input checked="" type="checkbox"/> Sarah Thompson (LPC)	Kathy Blackwood	
<input checked="" type="checkbox"/> Dr. Patricia Shannon (CC)	Jennifer Lange	
Rajeev Chopra (LPC)	Rosalie Roque	

Meeting commenced 12:34

Agenda Item	Information/Discussion	Action
1.	<p>Welcome Guests and Quorum Check <i>For information</i></p> <p>Consultant, Kathy Blackwood, introduced and welcomed. Quorum met with thirteen voting members, excluding Ron.</p>	None
2.	<p>Approve Today's Agenda <i>For action</i></p> <p>Agenda reviewed, no discussion had. Ron asked for a motion to approve, Miguel moved and David seconded; <u>agenda approved, unanimously.</u></p>	Sep. 4, 2020 agenda approved
3.	<p>Approve Previous Minutes from August 7, 2020 <i>For action</i></p> <p>Minutes reviewed; no discussion had. Ron asked for a motion to approve, Miguel moved and Cathy seconded; <u>August 7, 2020 minutes approved, unanimously.</u></p>	Aug. 7, 2020 minutes approved
4.	<p>Budget Development Calendar <i>For discussion</i></p> <p>Rosalie reviewed the current target dates on the Budget Development Calendar. Position control data is due to Rosalie September 7th. Once received and reviewed for accuracy, the position control numbers will be incorporated into the adopted-budget draft. The final draft of the adopted budget goes to our Board of Trustees October 20th. PBC's review of the adopted budget is on the October 2nd PBC agenda. Budgets will be loaded into Banner on October 21st.</p>	None
5.	<p>Budget Status Update <i>For discussion</i></p>	None

	<p>District budget status reports will be returned as a standing item on PBC’s regular meeting agenda. Ron reviewed the current budget status. Page one is an overview of the general fund. The subsequent pages in the report drill down to budgetary subcategories. As we move forward, bond funds and additional ancillary funds will be added. Sarah suggested a column be added to the far right titled, “August 2019” to correlate to DEMC reports; Ron agreed, and <u>a column to the far right titled “August 2019” will be added to the next budget status report.</u> Discussion of budgetary priorities and understanding the full equation of the allocation model ensued.</p>	
6.	<p>Budget Update <i>For discussion</i></p> <p>Ron presented a budget update that covered county and state unemployment and other impacts affecting the District. The data leads to negative cash flow that will result to a borrowing-cost for the District. It is unknown at this time whether or not the District will receive federal stimulus money. The budget update also includes data on actual FTES and the District’s expenditure history. There is a trend since FY14-15, of exceeding the colleges’ part-time faculty budgets. Academic salary, where noted in the presentation, includes the salaries of full time and part time instructional and non-instructional faculty. The special PBC meeting on the September 18th will address adjunct budgets. Statistically significant are the rollbacks that occurred in 17-18, which increased FTES for each college but did not align with increased expenses. Miguel asked for more clarity on the process; Sarah added that philosophical discussion need to take place outside of understanding and building the allocation model. Ron agreed with both points and said a district of our size cannot make the proposed cuts in just one year. A multi-year plan and approach will evaluate the mission of driven-core-tenants and assumptions. Based upon those variables and principals, a multi-year simulation will be crafted in PBC to run scenarios for discussion and action.</p>	
7.	<p>Future Agenda Items <i>For discussion</i></p> <ol style="list-style-type: none"> 1. Review of adopted budget at October 2 PBC meeting 2. Multi-year simulation for September 18 special PBC meeting 	None

Meeting adjourned 2:46 p.m.