



Planning and Budget Council

Minutes – **APPROVED**

February 26, 2024

1:30 – 3:00 PM

Attending: Li Collier, Stephanie Dirks, K. Frindell Teuscher, Benjamin Goldstein, Robert Holcomb, Kate Jolley, Sara Jones, Sean Martin, Eve Miller, Joshua Pinaula, Theresa Richmond, Whitney Schultz, Sandy Sigala, John Stover, Debbie Weatherly

Absent: D’Juan Brundidge, Patty Collis, Anne Donegan, Maggie Fishman, Angélica Garcia, Nancy Persons, Molly Senecal, Jeremy Smotherman

Guests: Rachael Cutcher, Monica Ohkubo

1. **Approval of 01.22.24 Minutes**

A correction was made to District Education Plan (DEP) Update Agenda Item #4. Appointments to the District Education Plan workgroup are expected from Classified Senate and not from SEIU. The 01.22.24 Minutes were approved as is, and the correction will be reflected in today’s meeting minutes.

2. **Member Announcements and Questions** - None

3. **MHSA Cal-Vet Grant**

Rachael Cutcher requested renewal of the Mental Health Services Act (MHSA) Cal-Vet Grant which is in its third 2-year cycle. The \$200,000 grants grant is a collaboration between student psychological services, the Veterans Resource Center and Legal Aid and Veterans services of Sonoma County. The grants provides mental health, legal support, and other benefits to student veterans and their families. Financial Aid. The grant supports the Student Success Specialist in the Veterans Resource Center. The grant is funded through Prop 63 the Mental Health Services Act which passed in 2004.

4. **District Education Plan Update**

Robert Holcomb provided an [update](#) on the District Education Plan (DEP). After receiving feedback from Academic Senate and other groups, the proposed DEP Workgroup committee composition was broadened to include more faculty. The committee will meet weekly on Tuesday’s from 1:00-2:00 in Doyle 146 with zoom option. The first meeting is set for March 5th. To facilitate collaboration and information sharing, a Teams channel and DEP webpage will be established. Several members emphasized the importance of input from faculty and various departments. There were suggestions to assign committee members as liaisons to engage under-represented departments and to align the DEP with planning and resource allocation.

An updated timeline starts with a review of our 2016 DEP and other district educational plans. Subsequent steps include a comprehensive data review, holding community forums, and conducting a student survey or focus group—all which will inform plan development. Work will start this spring with the final review process expected the following spring.

The DEP will be SRJC’s guide for teaching, learning, and anticipating trends to meet our full potential and will serve as the roadmap for Academic Affairs and how to leverage student support services to support the plan.

5. **Fiscal Health Assessments** – Kate Jolley

The [Fiscal Health Assessment](#) is a statewide tool to assess the fiscal health of California college districts. A score of 24 or lower is considered low risk, and the district received a score of 17.

Opportunities for improvement in various areas include budget alignment, grant procedures, verification and eligibility determination, and system integration under Banner.

Discussion included:

- The challenge colleges are facing with facilities efficiency due to the expansion of online courses. The impact of online classes on facilities utilization and FTES reporting for capacity load ratios was highlighted in a recent meeting with the state.
- Data can be provided at a future PBC meeting on capacity load ratio changes post COVID.
- Incorporating faculty staffing in both the PRPP process and DEP.
- Questions to the Fiscal Health Risk Analysis are updated about every five years and was last updated after the SCFF was rolled out.

6. [Planning and Budget Framework](#)

This agenda item was moved to the next meeting.

7. **Proposed Agenda Items for Next Meeting – March 11**

Planning and Budget Framework

Sonoma Clean Power Grant – will come to a future meeting once Cabinet approves – from Sustainability Committee

The meeting adjourned at 2:26p.m.

[PBC Committee Function](#)