



Planning and Budget Council

Minutes – **APPROVED**

March 13, 2023

1:30 – 3:00 PM

Attending: Li Collier, Patty Collis, Stephanie Dirks, Anne Donegan, Maggie Fishman, K. Frindell Teuscher, Benjamin Goldstein, Kate Jolley, Sean Martin, Rachel McCain, Jessica Melvin, Eve Miller, Monica Ohkubo, Nancy Persons, Jeremy Smotherman, John Stover, Debbie Weatherly

Absent: D’Juan Brundidge, Frank Chong, Gene Durand, Robert Ethington, Robert Holcomb, Whitney Schultz, Sandy Sigala

1. **Agenda Review and Minutes Approval for 2.13.23 and 2.27.23**

The Minutes for 2.13.23 were approved. The Minutes for 2.27.23 were approved with the following changes:

- Agenda item PRPP Update - Correct typo.
- Agenda item Planning and Budget Framework - Clarify that a request was made to add an agenda item to a future PBC meeting to discuss parameters for using reserves.

2. **Member Announcements and Clarifying Questions from Previous Meetings**

Due to the Superintendent/Presidential Forums, the March 27th PBC meeting is canceled, and the conversation topic “What we are not going to do anymore” will be moved to the April 10th meeting. Survey results will be sent to members to review prior to the meeting.

3. **Budget Calendar** – Kate Jolley

The [2023-24 Budget Calendar](#) was reviewed.

4. **ACCJC Institutional Set Standards** – Jeremy Smotherman

Institution Set Standards (floor) and Aspirational Goals for course completion, certificates, degrees, and transfer need to be set for the ACCJC Annual Report. Data is still being collected, however at this time, there appear to be no major changes in outcomes, and the recommendation is not to make any changes.

5. **Strategic Plan Update (Goals and Objectives)** – Nancy Persons

The [Strategic Plan Draft Goals and Objectives](#) drafted by the Strategic Plan Coordinating Committee (SPCC) was presented. The draft will be presented at Student Government Assembly (SGA), Academic Senate, and Classified Senate and sent out District wide for comments. Members reviewed and provided feedback.

- There was a request to include professional development specific to disciplines under objectives of Strategy 1: Academic Quality.
- There was a discussion of the use of the terms ecosystem, culture and climate.
- There was a recommendation to replace campus with college.
- There was a request for clarity that the maintenance of excellent teaching, programs, and educational outcomes should be included independent of other goals, and that we are deeply committed to ensuring cultural responsiveness. Sean Martin was asked to provide some language to the Strategic Plan Co-Chairs, Nancy Persons and Jeremy Smotherman.

Some faculty members expressed concern the draft was on the Academic Senate agenda as a report, and stated their intention to request it be brought as a discussion agenda item. Academic

Senate President, Nancy Persons, indicated this would be at the April 19th meeting at the earliest and will put it on the Academic Senate calendar.

After discussion of whether the draft should be sent District-wide prior to the April 19th Academic Senate meeting, there was a recommendation and agreement to send the draft to the District giving everyone the opportunity to provide feedback before then.

6. **Grants Structure Update** – Jeremy Smotherman

A [draft of the grant management process](#) was presented. The grant and approval process is still being developed. The document outlines the roles and responsibilities of the areas for District, Academic Affairs, and Student Services that will facilitate grants from idea to implementation and inform the approval process. The contact for Academic Affairs is Cathy Prince, and a Student Services contact is still to be assigned.

The issue was raised about being mindful of the available staff bandwidth in these areas to manage grants. Also, resources and staffing needed to support a grant should be addressed through the budget and resource narratives. Any effects once the grant funds end should also be considered.

7. **Hire UP Program Update** – Li Collier

[Sonoma CCD Hire UP Memo Invite](#)
[Hire UP Program Guide](#)

The Hire UP program was established through [Assembly Bill 183](#) to provide stipends to formerly incarcerated students, former foster youth, and CalWORKs recipients to support and increase long-term education, completion, and employment prospects. The Chancellor's Office selected ten colleges to apply for the 5-year pilot program.

Support from Student Services is already in place through the Rising Scholar's program for former and current incarcerated students, and that team also supports CalWORKs and the NextUp program for foster youth. Financial Aid is also on board.

8. **Proposed Agenda Items for Next Meeting – April 10**

Proposed agenda items can be sent to the PBC Tri-Chairs.

The meeting adjourned at 2:39 p.m.

[PBC Committee Function](#)