



## Planning and Budget Council

Minutes – **APPROVED**

April 10, 2023

1:30 – 3:00 PM

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**Attending:** Patty Collis, Stephanie Dirks, Anne Donegan, Gene Durand, Robert Ethington, Maggie Fishman, K. Frindell Teuscher, Benjamin Goldstein, Robert Holcomb, 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, Li Collier, Whitney Schultz, Sandy Sigala

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1. **Approval of 3.13.23 Minutes**

Minutes were approved for posting.

Kate Jolley will address a question related to Emeritus outside the meeting. Robert Ethington clarified a question regarding a grant-funded position discussed in the Strategic Enrollment Management workgroup meeting.

2. **Educational Master Plan Update**

This semester Nancy Persons and Robert Holcomb will develop the process and timeline and assemble a committee to update the Educational Master Plan (EMP). Work on the EMP will begin in the fall with a goal of completing by spring. Aspects of the EMP will include equity, educational innovations and initiatives with core components focused on teaching, learning, engagement and intellectual exploration.

3. **Program and Resource Planning Process (PRPP)** – Jeremy Smotherman

Most of the core data has been updated to the PRPP. It was discussed in the last PRPP meeting to update the Writer’s Guide to link requests to [Strategic Plan Draft Goals and Objectives](#) to encourage users to engage with the allocation piece and associate activities to the goals and objectives. Members were asked if there were any concerns linking PRPP requests to the strategies. Some faculty members objected to this until Academic Senate has a chance to discuss the goals and objectives at their April 19<sup>th</sup> meeting. It was noted that Academic Senate “10+1” item number 10, “Processes for institutional planning and budget development,” is not an area where the SRJC Academic Senate is to be relied primarily upon for recommendations to the Board, but is an area where the Board are to come to mutual agreement. It was explained that the agreed upon Strategic Plan process had provided opportunity for feedback from all constituent groups.

4. **Strategic Plan Update: Goals and Objectives** – Jeremy Smotherman

Members discussed and voiced concerns about the strategic planning and Academic Senate process pertaining to the [goals and objectives](#). Some faculty members felt there was not sufficient opportunities for faculty input and that Academic Senate should have time to discuss before moving forward with the goals and objectives in the planning process. Other members supported keeping to the timeline which provides for budget development and other institutional planning. AFA emphasized that input from Academic Senate and faculty is essential primarily in the areas of professional development and culturally responsive andragogy.

It was reiterated that the goals and objectives process for PBC is complete based on what was initially agreed upon, however, PBC will take into consideration if Academic Senate makes a call for recommended changes to the goals and objectives.

5. **What Are We Not Doing Anymore** – Kate Jolley

Members reviewed the [survey results](#) and [themes](#) and assigned component areas resulting from the suggestions and ideas to restructure, streamline, innovate and eliminate. Over 180 recommendations were submitted to the “What Are We Not Doing Anymore” survey which is now being reframed as “How We’re Going to Do Things Differently”. The plan is to focus on areas where the most significant improvements can be easily implemented. The group asked questions and discussed the process and challenges. The results will be posted to the PBC website. Kate Jolley can remove any identifying information if there are concerns about anonymity.

This will be taken to the May Board meeting as an information item. Any questions, concerns, or edits around specific items as well as feedback from constituency groups should be sent to Kate Jolley.

6. **Proposed Agenda Items for Next Meeting – April 24**

- Strategic Enrollment Management Plan Update

The following items were added to the PBC calendar:

- Accreditation Update
- SEA Budget Update
- Funding Sources for Faculty Disciplinary Professional Development

The meeting adjourned at 2:36 p.m.

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[PBC Committee Function](#)