



Planning and Budget Council

Minutes – **APPROVED**

May 8, 2023

1:30 – 3:00 PM

Attending: D’Juan Brundidge, Frank Chong, Li Collier, 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, Whitney Schultz, Sandy Sigala, Jeremy Smotherman, John Stover, Debbie Weatherly

Absent:

Guests: Mary-Catherine Oxford

1. **Approval of 04.24.23 Minutes**

Minutes approved.

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

Additional questions regarding the process for submitting minor facilities request for building modifications. Facilities Operations has request link that take request for prioritization.

3. **Accreditation Update**

Dr. Holcomb provided an update on our accreditation response. He highlighted that faculty training on SLO would occur on August 10th.

4. **Grant – California Open Educational Resources Language Initiative (COERLI)**

Mary-Catherine presented the [COERLI grant](#). PBC members recommended that we continue pursuit of this grant.

5. **Fiscal Health Assessments**

Kate Jolley provide an update on our Fiscal Health Assessment. The college received a strong fiscal assessment with no fiscal concern. The college is still paying attention to the need for increasing enrollment.

6. **Census Drop Information**

Dr. Smotherman presented research on the [dropped enrollments](#) before the census (the focus timeframe was looking at the first day of classes and the course census data). Nearly 7 percent of enrolled students drop their course prior to census. Returning students (12%) and New Transfer (8%) students represent largest percentage of enrollment drops before census.

7. **Strategic Plan KPI Update**

Dr. Jeremy Smotherman provided an overview of the [Strategic Indicators of Effective Outcomes](#), which represents our strategic plan KPIs. Dr. Smotherman reviewed each metric and definitions for each metric. Dr. Smotherman noted the drops from Returning students (17% - 19%) represented the highest rate when compared to Dual Enrollment students, New Students, and Continuing students.

8. **Student Equity Plan Metrics Update**

Dr. Smotherman provided an update on metrics associated with the Student Equity Plan (SEP). Data represents year one of implementation. SRJC SEP data did not show any changes in disproportionately impacted student populations. Dr. Smotherman reminded the group that First Generation students continues to be the SEP population of focus. Additionally, Dr. Smotherman said that the Office of Institutional Effectiveness Research and Planning will monitor all student groups for disproportionate impact.

9. **PBC Conversation Topic: When the District Uses Reserves**

None -

10. **Proposed Agenda Items for Next Meeting – May 22**

None – May 22 meeting cancelled due to finals week.

The meeting adjourned at 2:55 p.m.

[PBC Committee Function](#)