



Planning and Budget Council

Minutes – **APPROVED**

October 9, 2023

1:30 – 3:00 PM

Attending: Li Collier, Patty Collis, Stephanie Dirks, Anne Donegan, Gene Durand, Robert Ethington, K. Frindell Teuscher, Angélica Garcia, Benjamin Goldstein, Robert Holcomb, Kate Jolley, Sara Jones, Sean Martin, Eve Miller, Joshua Pinault, Whitney Schultz, Jeremy Smotherman, John Stover, Debbie Weatherly

Absent: D’Juan Brundidge, Maggie Fishman, Nancy Persons, Sandy Sigala, Teresa Solorio

1. **Approval of 5.8.23 and 9.25.23 Minutes**

The 5.8.23 and 9.25.23 Minutes were approved.

2. **Member Announcements**

- Stephanie Dirks will conduct NOVA Reporting training on Tuesday, October 10th.
- John Stover reported the Guided Pathways Town Halls were well attended. He extended an invitation to attend Academic Senate on October 18th for an update on Academic Senate based projects.
- Question was raised about the role and responsibilities of the Guided Pathways Workgroup specific to decision making and deciding how funds are spent. Concerns specific to academic issues should be addressed in Academic Senate. A request was made to add as a future agenda item.

3. **311 Report, including 50% Law calculation and Education Protection Act Report**

Kate Jolley provided an overview of the annual [311 Report](#), which focuses on the previous fiscal year’s financial report and the next year’s budget. The report shows SRJC met the 50% Law at 50.6% which is lower than our typical 53% largely due to class cancellations. She does not anticipate this to be an ongoing issue.

The Education Protection Act requires we disclosure how instructional funds are spent. This and other reports can be found on the [Finance & Administrative Services website](#).

4. **Strategic Plan Review Process - Accreditation Report**

Jeremy Smotherman reviewed Standard 1 of the [Accreditation Report](#) and how it relates to the role of PBC and the importance of aligning planning and resource allocation to the Strategic Plan and the Mission. PBC evaluates and makes recommendations based on accreditation standards, data, key performance indicators, Student Equity Plan and Guided Pathways metrics, and learning outcomes.

The discussion included:

- The need for honest self-evaluation and transparency addressing deficiencies.
- Frustration with the ACCJC process, particularly regarding SLOs; the need to propose change at a statewide level.
- Noting the omission of some academic goals from our Mission.
- Proposing committees for each of SRJC’s Values.
- Have meaningful dialogue in response to outcomes, and if appropriate, revise policies and procedures to support students.

In summary, PBC ensures an understanding of accreditation standards and their connection to the Mission and planning process.

5. **PBC Conversation Topic: PRPP Re-imagining**

Jeremy Smotherman led a discussion to re-imagine PRPP to align resource allocation to our mission with a focus on continual improvement and metrics. Consensus is the current PRPP tool and process is arduous and challenging and needs to be more efficient, user-friendly, visually appealing, and data driven. The discussion continued around the need for a more responsive and data-driven process; providing a better understanding of resource allocations; aligning requests to data, mission alignment and strategic planning; and minimizing conflicts.

PRPP Coordinating Committee, a sub-committee of PBC, can make recommendations to PBC and vice versa. The goal is for a process that supports departments to make informed requests tied to data, mission alignment and strategic planning.

Members were asked take the discussion to their constituency groups and report outcomes to Jeremy Smotherman.

The meeting adjourned at 2:56p.m.

[PBC Committee Function](#)