



## Planning and Budget Council

Minutes – **APPROVED**

November 13, 2023

1:30 – 3:00 PM

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**Attending:** Patty Collis, Stephanie Dirks, Anne Donegan, Gene Durand, Robert Ethington, Maggie Fishman, Angélica Garcia, Benjamin Goldstein, Robert Holcomb, Kate Jolley, Sara Jones, Sean Martin, Eve Miller, Nancy Persons, Joshua Pinaula, Whitney Schultz, Sandy Sigala, Jeremy Smotherman, John Stover, Debbie Weatherly

**Absent:** D’Juan Brundidge, Li Collier, K. Frindell Teuscher, Teresa Solorio

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### 1. **Approval of 10.23.23 Minutes**

Sandy Sigala moved to approve the minutes, seconded by Debbie Weatherly.

### 2. **Member Announcements and Questions**

- Future agenda items will be listed at the bottom of the agenda.
- SEA Budget will be on the January agenda.
- An inquiry regarding STNC, interim and temporary promotions should be addressed by the Joint Labor Management Committee.

### 3. **Enrollment Management Workgroup Update**

Robert Holcomb provided an [update](#) of identified enrollment growth areas of the [Strategic Enrollment Management Plan](#) (SEMP). The workgroup is entering the implementation phase and working to address infrastructure and capacity challenges to support the anticipated enrollment growth including how to respond to immediate needs with a focus on long-term strategies and staffing to meet demand by repurposing existing positions, temporary staffing, and reorganization. Academic Affairs will undergo a reorganization to align with the Education Plan and Guided Pathways.

Comments and concerns included:

- CCAP enrollment programming at the high schools offer students a comprehensive educational pathway leading to completion. Counselors ensure students are prepared and enrolled in appropriate courses.
- Additional staffing that is sustainable over the long term.
- Need professional development for faculty to support these initiatives.
- Importance of addressing enrollment recovery and the funding shortfall of over 6,000 FTES.

One Council member felt that many items in the report need to be negotiated prior to consideration at a district shared governance meeting and that the district needs to move at a judicious pace and not get ahead of the negotiations process.

As part of planning, members should take the information to their constituent groups to discuss how these efforts can be supported and what the concerns are.

### 4. **PRPP**

Program and Resource Planning Process (PRPP) is the annual planning and resource allocation process. Jeremy Smotherman submitted a [Work Plan](#) developed by the PRPP Coordinating Committee for the next planning cycle. Members were asked to review the timelines and provide any recommendations for changes. The work plan includes an evaluation of the PRPP process which will come to PBC for discussion. The importance of aligning resource requests to the strategic plan and data supporting students was emphasized.

Member recommendations included:

- Create a visual guide with short narratives illustrating the PRPP process and the connection to the Strategic Plan. Include in a governance handbook.
- Reorganizing sections related to data. What data programs are being used to inform requests?
- Commitment to institutionalize positions currently on soft money.
- Simplify process and eliminate redundant and unnecessary fields.
- Provide information to staff not familiar with PRPP process as it relates to department planning and resource allocation.
- Develop a website specific to PRPP with links to relevant documents.
- Streamline final PRPP information for purposes of conceptualizing and communication. Include analysis of the data.

It was agreed the PRPP Coordinating Committee should address previously identified issues and look at eliminating redundant and unnecessary aspects of the PRPP. Additional questions and comments can be sent to Jeremy Smotherman or addressed at a future PBC meeting

5. **Accreditation/SLO Update** – Jeremy Smotherman and Robert Holcomb

As part of the [Accreditation Follow Up Report](#), an ACCJC Peer Review team visited on November 8<sup>th</sup> meeting with Dr. Garcia, Robert Holcomb, Jeremy Smotherman, Nancy Persons, and members of the Accreditation Response Team and SLO Faculty Liaisons. The commission commended SRJC for the positive progress made, and discussion mainly focused on our SLOs process, specifically course SLOs. We highlighted the restart of the entire process using E-Lumen Insights to evaluate all courses on a four-year cycle and increase the number of sections evaluated simultaneously. Data disaggregation is being worked on with technical issues needing to be resolved. The pilot process for SLOs is due to be completed, and some areas SLOs are already being input into the system. The expectation is to complete SLOs by the end of fall.

A follow up report will be sent to Dr. Garcia to review allowing for a response to any errors of fact. The report will be sent to ACCJC in January.

Differing opinions were expressed as to ACCJC's goals and effectiveness. One concern was raised that ACCJC's demands have already interfered with the collective bargaining process in violation of the settlement that was reached with CFT/City College. There was a further concern that the district's response to any future demand regarding SLOs may exceed what is negotiated regarding faculty workload.

ACCJC 2024 standards are being rolled out, and faculty, classified, and administrators were encouraged to engage with their statewide constituent groups to participate in the vetting process. Faculty members were encouraged to participate in accreditation training and serve on an accreditation team to gain deeper understanding of the process and values of ACCJC.

In response to how classified staff can become involved in the accreditation process, Jeremy Smotherman will review the previous accreditation process to identify areas where classified may have been excluded.

6. **Proposed Agenda Items for Next Meeting – November 27**

District Education Plan Update

The meeting adjourned at 2:53p.m.

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