

PLANNING AND BUDGETING COUNCIL MEETING AGENDA

Wednesday, March 27, 2019

Building 2 - Room 10

Special one-hour meeting: 3:00pm to 4:00 p.m.

Present: K. Panjiyar, N. Carr, D. Maher, J. Wang, D. Meckler, M. Ho, Y. Mercado, L. Cabrera, J. Moore, C. Perlas

Guests: N. Garcia, A. Hughes

|  |  |  |  |
| --- | --- | --- | --- |
| **AGENDA ITEM** | **PRESENTER** | **PROCESS** | **NOTES** |
| Welcome and Introductions Approval of [Minutes](https://canadacollege.edu/planningbudgetingcouncil/meetings.php) | Hyla Lacefield and Jeanne Stalker PBC Co-Chairs | Action | Called to order 3:05pmMinutes – to be discussed at next meeting |
| ISER – Final Approval | Alicia Aguirre, Co-Chair, AccreditationKaren Engel, Co-Chair Accreditation  | Information Discussion | ISER is complete! We are moving forward with formatting to prepare ISER for the board report. From the beginning, this has been a campus wide effort. Move to approveDavid Meckler 1stTammy Robinson 2ndAll Approved. Motion Carries. |
| 2019-2020 Budget Projections  | Graciano Mendoza, VPA | Information | VP Mendoza presented projections. Revenues have been received from the District Office. The District has a complex resource allocation model-VP Mendoza has offered to invite the District to review allocation model with PBC. Assessed value rate is 5.9%. Last year, it was 8.9%. #of assessed value comes from the county. Resident and non-resident enrollment remains flat. Facilities rental remains the same at 200,000. Compensation and benefit increases are normally covered by the resource allocation model. 2% increase in Materials and Supplies. Multi-year projections: 18-19 -$50k. Salaries and benefits are at 94%. 19-20-Expecting to receive increase of 463k. Question arose regarding our funding v. those funded via the Student Centered Funding Formula (SCFF). As we move forward, our allocation will start to decrease. Personnel Requests – 5 positions approved contingent on funding: CWA Counselor, .48 SparkPoint, KAD Office Assistant, KAD PSC, KAD Director. The request for ongoing is greater than the number that is available. If we allocate the full 463k for next year and the year following, we are left with deficits for 20-21 and 21-22. In comparison to our sister colleges, Cañada is at 94%, Skyline 91% and CSM 88% for Salary and Benefits. We have to consider if we want to allocate the full 463k.In FY14-15 Cañada was given an extra 2mil allocation which was allocated towards the adjunct faculty budget. President Moore will inquire to see if an additional allocation would be possible for 19-20. For more details, see presentation on PBC website. |
| Strategic Enrollment Management Committee Report | Tammy Robinson, VPIKaren Engel, Dean of PRIE | Information  | Highlighting groups and relation to SEM– CWA, Dual Enrollment, Guided Pathways, Outreach/Promise have presented. Next meeting: International Students. The committee consists of PBC chairs, faculty and classified professional reps. Discussion ensued about CE and growth in CE. Growth in CE should be taken into consideration for FTEF allocation.  |
| Planning Council Reports | IPC, SSPC, APC representatives | Information | SSPC – Had facilities presentation and discussed SEA Plan and AB 705 marketingIPC-See SEM notes aboveAPC - None |
| Staffing Update | Graciano Mendoza, VPA | Information | None |
| President’s Update | Dr. Jamillah Moore, President | Information  | Reminder: Flex Day this Friday, March 29th. Tom and Sandy Mohr event also March 29th 2p – 4p. Soliciting feedback: from SSPC for VPSS position: March 27th       12pm-1pmMarch 29th       10am-11amApril 2nd         11:30am-12:30pmShuttle: Reviewed daily ridership which demonstrates that ridership is high during early morning. Will be adjusting shuttle schedule to reflect ridership. We are currently not at full capacity. Looking to accommodate the students who would be impacted by the change in schedule. Discussion ensued about having a shuttle run between campuses (which would have to be a District discussion) and from Half Moon Bay. Cost - $78/hour. |
| Matters of Public Interest |  | Information | Sat April 6th at 7:30p and Sun April 7th @ 3:30p – Redwood Symphony is giving a concert performance at Cañada . Students and Staff are free.April 4th - Last day to submit curriculum. March 28th in Theater – Presentation on Traumatic Brain Injury. Free to attend. Accepting donations for scholarship. April 17th – Many will be absent due to CUNY ASAP tripApril 25th @ 1p – CCLC  |
| **ADJOURN** |  |  |  |

Next meeting: April 17, 2019. The meeting will be held from 2:10 – 4:10 p.m.