Cañada College

PLANNING AND BUDGETING COUNCIL MEETING MINUTES
Wednesday, September 16, 2026
In-Person and Via Zoom
Regular Meeting: 2:10 – 4:00 p.m.

Members present: Maria Huning, Allison Hughes, Diana Tedone-Goldstone, Julian Taylor, Gampi Shankar, Nick Carr, Alicia Aguirre, Julie Luu, Jose Zelaya, Megan Rodriguez Antone, Lizette Bricker, Roz Young, Rosie Mendoza Morrison, Chanel Meanor, Shanda DeRosans Chialin Hsieh, Kassie Alexander, Karen Engel, Kim Lopez, Gampi Shankar, Christopher Wardell, Jacky Ip

Members absent: None

Guests and others present: Jenny Wang, Alex Kramer, Anjana Joshi, Chantal Sosa, Kat Sullivan-Torrez, Ameer Thompson

AGENDA ITEM	CONTENT
Welcome, Introductions and Approval of Consent Agenda	The PBC consent agenda included the following items: • September 16, 2026 Meeting Minutes Co-Chair Maria Huning called the meeting to order and confirmed that quorum was established with 16 members present. The consent agenda, consisting of September 16, 2026, meeting minutes and standard operational updates, was presented. Upon a motion moved by Allison Hughes and seconded by Roz Young, the consent agenda and minutes were unanimously approved without objections. The regular meeting agenda was presented for adoption. Upon a motion moved by Julie Luu and seconded by Gampi Shankar, the regular agenda was approved.
REGULAR AGENDA	
Participatory Governance Survey Results -Spring 2026 presented by Karen Engel, Dean of Planning, Research, and Institutional Effectiveness (PRIE), and	**Presentation:** Karen Engel, Dean of Planning, Research, and Institutional Effectiveness (PRIE), alongside PRIE Student Assistant Jenny Wang, presented the results of the Spring 2026 Participatory Governance Survey. The survey yielded 80 completed responses (72 completed responses were collected last year), with full-time faculty showing the highest participation (46%) and part-time faculty

PRIE Student Assistant Jenny Wang	the lowest (6%). Three out of four faculty and classified respondents reported serving on Participatory Governance committees. Results indicated general agreement that Participatory Governance committees fulfill their roles, understanding of program review and budget processes remains high, and awareness of Cañada College goals increased among classified staff. The council reviewed qualitative feedback from respondents who expressed concerns regarding governance balance between the four constituency groups. Key themes included insufficient voice for students and adjunct faculty, perceived over-influence by administration, and structural time barriers preventing equitable participation. Open-ended feedback highlighted requests for onboarding workshops, release time or compensation for participating classified staff, and increased student outreach beyond the Associated Students of Cañada College (ASCC). **Discussion:** Extensive discussion ensued regarding participation limitations facing classified staff and part-time faculty. Co-Chair Diana Tedone-Goldstone explained that part-time faculty do not have time, nor are they compensated, for Committee participation. A good question to continue discussing at PBC is how to best support part-time faculty to encourage engagement. There may be other ways that adjunct faculty could participate in the participatory governance process. Roz Young shared that classified senate is also not compensated for their time in participatory governance roles or classified leadership. Participation can be included in some job descriptions, but this is often up to the manager's discretion. Rosie Mendoza Morrison echoed Roz Young's statement and explained that classified staff are restricted by supervisors due to their hours and the forward student facing nature of many classified positions. Rosie Mendoza Morrison advocated that compensation for classified staff participation in the participatory governance process should be instituted. Chanel Meanor shared that Associated Students of Cañada College (ASCC) are compensated for their time serving on participatory governance committees.

	Co-Chair Maria Huning noted that the Council would revisit this topic at a future meeting and will continue discussing whether to conduct the governance evaluation survey annually or transition to a biennial schedule.
Faculty Vacancy Process presented by Diana Tedone-Goldstone PBC Co-Chair	**Presentation:** Co-Chair Diana Tedone-Goldstone delivered an informational presentation outlining the College's standard faculty vacancy replacement process. A vacant position is defined as an established, full-time discipline position vacated by retirement or resignation, distinct from new position requests. Affected discipline faculty or division deans may submit replacement requests to the Academic Senate, which acts on the request before forwarding it to the PBC for discussion and recommendation to the College President. The presentation detailed governance timelines, noting that programs have two full semesters following a vacancy announcement to initiate a replacement request. Programs may request timeline extensions from the Academic Senate due to extenuating circumstances or when engaging in a Program Improvement and Viability (PIV) study. If a request is denied or deferred by the President, the Academic Senate may request that reserve funding be held while the program conducts a PIV study. Diana Tedone-Goldstone noted that Cañada College maintains a separate policy for vacant faculty replacements rather than forcing vacant positions to compete directly against new position proposals, a distinction unique within the District. **Discussion:** No questions were asked of Diana Tedone-Goldstone. The Committee shared that they are grateful for this process, and the presentation was clear.
Interior Design Faculty Replacement Data Interior Design Instructor Vacancy Request presented by Alex Kramer Dean of Business, Design, and Workforce and Anjana Joshi Department Coordinator	**Presentation**: Dean of Business, Design, and Workforce Alex Kramer and Department Coordinator Anjana Joshi presented the replacement request for a full-time Interior Design faculty position following a spring 2026 retirement. The presentation highlighted strong program outcomes, including 50 graduates in the 2024–25 academic year, solid transfer/accreditation alignments (NKBA and Cal-GETC), and dual-enrollment pathways. Labor market data across four core Bay Area counties demonstrated approximately 3,600 total jobs paying a living wage (~$86,120/year) and 456 annual job postings. However, projected regional net job expansion is modest (47 new jobs through 2030, a 1.3% growth rate

	compared to the 8.5% national average), creating a competitive market where graduates compete directly with incumbent workers. To ensure long-term curriculum relevance, industry alignment (including AI and trade integration), and optimal course delivery modalities, Dean Kramer recommended initiating a PIV study and requested extending the faculty vacancy replacement timeline by two semesters. **Discussion:** While division leadership and faculty expressed mutual support for program reflection, Council discussion focused on procedural clarity and the potential risks of coupling a routine vacancy replacement with a PIV process. Members expressed concern over creating a precedent where healthy existing programs face hiring freezes during review processes. Together, the Committee reviewed the PIV process, led by Co-Chairs Maria Huning and Diana Tedone-Goldstone. Dean Karen Engel provided a link to Cañada College's Program Improvement and Viability Process: https://canadacollege.edu/academicsenate/2526/program_improvement_and_viability_process_fall2025-final.pdf. Allison Hughes also shared with the Committee a link to the Faculty Vacancy Process linked to the College website: https://canadacollege.edu/pgm/faculty-vacancy-process.pdf. Julian Taylor asked from the student perspective; will students have access to a full-time faculty member during the PIV process? And if not, how will students be served? Dean Alex Kramer acknowledged that the PIV process will have an impact on our students – but there is a very strong adjunct faculty pool who will support our students during this time. Alex took a moment to thank the adjunct Interior Design Faculty team for all their support. President Kim Lopez noted that the Cañada College Interior Design Program is strong, but there are fewer interior design positions available in the Bay Area. We owe it to our students to learn more about this field and career placement before filling the Interior Design Faculty position. The Council clarified that PBC's explicit purview under the vacancy policy is to act on the recommendation to fill the position, whereas initiating a PIV process and granting timeline extensions reside within division, VPI, and Academic Senate jurisdiction. President Kim Lopez noted that PBC could vote on the vacancy recommendation, and executive action could defer final recruitment pending completion of the PIV review.

	• **Action Taken:** Upon a motion by Allison Hughes, seconded by Julie Luu, the PBC voted to recommend filling the Interior Design full-time faculty vacancy. • **Vote Outcome:** Motion passed with majority approval in favor, and one recorded abstention. President Lopez confirmed she accepts PBC's motion and will defer making a decision on the vacancy position until after the PIV process has been completed. Co-Chairs Maria Huning and Diana Tedone-Goldstone thanked the Committee for their participation and highlighted that we are learning best practices through the faculty replacement process.
Suggested PBC Bylaw update to include guidance on student representative participation presented by Maria Huning and Diana Tedone Goldstone PBC Co-Chairs, and Chanel Meanor	Due to lack of remaining meeting time, Roz Young motioned that the Committee move this agenda item to first on the agenda for the next PBC meeting. Julian Taylor seconded this motion. All in favor in the room, no abstentions; the motion passed. This discussion will be first on the PBC November 4th meeting agenda.
Associated Students of Cañada College	Chanel Meanor reported no formal updates.
Classified Senate of Cañada College	Co-Chair Maria Huning announced an upcoming Classified Senate vote regarding professional development fund guidelines. Announcements were also made regarding the rededication ceremony for the Pat Hanada Memorial Bench.
Academic Senate of Cañada College	Co-Chair Diana Tedone-Goldstone reported that Academic Senate would review a resolution to align the college's low-cost textbook threshold with the state standard of $30 (down from $40). Additional updates included progress on the student AI survey, work-based learning inventories, and revisions to Canvas course access rules within student grievance procedures.
Planning Council Reports:	**IPC:**

IPC, SSPC, EAPC	Allison Hughes noted via chat that reassign time applications are due November 13, 2026, and IPC will review comprehensive instructional program reviews on November 20, 2026. **SSPC:** It was formally announced that Juan Vera has been designated as an official SSPC representative to PBC. SSPC updates included ongoing work on satisfactory progress policies, program review processes, and confirmation that Commencement 2027 will transition to a Friday schedule due to the academic calendar. **EAPC:** Chris Wardell stated there were no updates to report.
President's Update	President Kim Lopez highlighted District and Campus communications sent regarding increased U.S. Immigration and Customs Enforcement throughout the Bay Area. President Lopez encouraged Committee Members to attend upcoming Undocumented Student Success Week activities on Campus and promoted a statewide California Community Colleges webinar on student safety featuring State Attorney General Rob Bonta.
Matters of Public Interest and Upcoming Events	Nick Carr shared that the Lady Colt soccer team is at the top of the Coast-South Conference with a 5-1 record. They'll play at home against San Francisco City College this Friday at 3:00. The men's Colts are ranked second in the state and are undefeated in the Coast-South Conference. The basketball team will have a home preseason scrimmage against Mendocino College on Friday. Tip-off is at 6:00.
ADJOURNMENT	Meeting adjourned at 4:00 PM
Next Meeting	The next regular meeting will take place on Wednesday, November 4th from 2:10 to 4:00 PM.