



November 18, 2022, 8:30 am to 10:30 am
Meeting Location: Zoom Video Conference ID: 769-987-656

PBC COUNCIL MEMBERSHIP	Membership – 14; Quorum – 8
Thomas Renbarger, Tri-Chair, Academic Senate Pres.	Dr. Diana Bajrami, Acting President, COA
Nathaniel Jones III, Tri-Chair, Acting Vice Chancellor for Finance & Admin.	Jennifer Shanoski, President, PFT
Kawanna S. Rollins, Tri-Chair, Classified SEIU Representative	Tina Vasconcellos, Vice President of Student Services, COA
Adil Ahmed, Associate Vice Chancellor for Finance & Administration	RJ Ishimaru, Student Representative
Donald Moore, DAS President	(Vacant), Institutional Research Designee
Matthew Freeman, Faculty, BCC	(Vacant), Local 39 Representative
Sinead Anderson, SEIU Representative	
David M. Johnson, President, Merritt College	Richard Ferreira, Executive Assistant, District, Notetaker (non-voting)
	*NOTE: Blue identified as absent

Guests

Albert Maniaol, Director of Academic Affairs, District	Lowell Bennett, Faculty, Merritt College
Atheria Smith, Interim Vice Chancellor of General Services, District	Maria Perez, Bursar, Merritt College
Azul Lewis, Division Dean, BCC	Matthew Goldstein, Faculty, COA
Becky Opsata, Vice President of Instruction, Laney College	Maurice Jones, Faculty, COA
Denise Richardson, Vice President of Instruction, Merritt College	Momo Lim, Internal Auditor, District Finance & Administration
Dr. Stephanie Droker, Deputy Chancellor & COO, District	Randy Yang, Faculty, BCC
Francisco Herrera, Associate VC for Planning IR, District	Richard Theole, A&R Clerk, District, SEIU President
Gabriel Martinez, Counselor, BCC	Ron Perez, Staff Services Specialist/Fiscal, Merritt College
Jamille Teer, Facilities Project Coordinator, District	Sean Brooks, Vice President of Administrative Services, BCC
Jeffrey Sanceri, District Academic Senate, COA	Thomas Torres-Gil, Dir. of International Services & Student Support, District
Joseph J. Bielanski, Jr., DAS Representative, District	
Kuniko Hay, Former Institutional Research Designee	
Lilian Pires, Principal Financial Analyst, Merritt College	

Planning & Budgeting Committee (PBC) Minutes

Agenda Item	Committee Goal	Strategic Plan Goal	Outcome	Action Items	Follow Up on Action Items
I. Standing Items					
A. Call to Order			The Joint PBC meeting was called to order at 8:48 am. Quorum was met.		
B. Adoption of the Agenda			Motion and seconded to accept the updated agenda with no additional changes. Amend the Agenda with the changes in members and dates for the Minutes May 27, 2022, should be September 2, 2022. Motion approved.		
C. Approval of Minutes			Motion and seconded to accept the Minutes from the September 2, 2022. Motion approved unanimously. Motion approved. Motion and seconded to accept the Joint PBC/PGC Minutes from October 21, 2022. Motion approved.		
D. Report of Action Taken			No Report of Action Taken.		
E. Report of College Budget Committee			No Report of the College Budget Committees.		
F. Public Comments			No Public Comments at this time.		

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II. Carried-Over and New Items	Committee Goal	Strategic Plan Goal	Outcome	Action Items	Follow Up on Action Items
<p>A. Committee Membership</p>		<p>E.3 — Fiscal Oversight</p>	<p>Suggestion made to locate the PBIM Manual. Jennifer Shanoski will search for the PBC By-Laws because under Chancellor Laguerre the titles are included.</p> <p>PBC List the Membership Titles on page 26: https://peralta4-my.sharepoint.com/:b:/g/personal/mfreeman_peralta_edu/EVSjX4-A4iVFmzh5cglijokBgFMWck6y6lBOdr9bgGG72w?e=99Pp2L</p> <p>There was a concern that the PBIM Manual is outdated and does not reflect the Tri-Chair establishment of the PBIM Committees. Appears to not be revised since 2017.</p> <p>Institutional Research is a Classified position.</p> <p>Motion and Seconded a recommendation during Spring Session to set aside some time and address the concerns regarding the PBIM Manual and By-Laws during District Flex Day. Motion approved.</p> <p>Dr. Droker volunteered to assist the PBC Committee.</p>		

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<p>B. Adoption of the PBC Proposed Goals for 2022-23 from PBIM</p>		<p>E.3 — Fiscal Oversight</p>	<p>RAM shows the metrics and shows the allocations being done based on student success.</p> <p>Recommendation made to add language about enrollment and equity to align with SCFF under Goal 1.</p> <p>Goal 1. Updated Develop a robust budget allocation structure and process that aligns with the Resource Allocation Model (RAM) and Student Centered Funding Formula (SCFF) Metrics to support accountability, innovation, and collaboration between the colleges and district-level resource management.</p> <p>No other changes to the other proposed goals.</p> <p>Motion and Seconded to approve the updated PBC Proposed Goals for 2022-23. Motion approved.</p>		
<p>C. Adopting a 2023-24 Budget Development Calendar</p>		<p>E.3 — Fiscal Oversight</p>	<p>Note: This item was to be addressed at the next PBC meeting due to quorum not met at the Joint PBC/PGC meeting. No Motion was taken at the Joint PBC/PGC Meeting on October 21, 2022.</p> <p>The Budget Development Calendar is created with approximate dates. Some dates are estimated and identified with and *.</p> <p>There was a concern regarding budgets review beginning in mid Spring.</p>		

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			<p>Another concern was Faculty allocation appears to be outside the budget.</p> <p>There was a concern regarding the follow through of proposed dates and information changes of the Budget Development Calendar with the turnover in leadership and in the District Finance Department.</p> <p>The Budget Development Calendar was proposed and based on the information received by the State to provide the colleges (and the District) with the opportunity to plan and prepare for next year.</p> <p>It is possible that the college process needs to begin sooner and to inline themselves with the District Budget Development Calendar.</p> <p>The Budget Development Calendar is developed and based on the District outline to meet target dates and deadlines set for State Reporting.</p> <p><i>Motion and Seconded to extend the PBC meeting for 15 minutes to allow additional time to address the Budget Development Calendar. Motion did not pass.</i></p> <p><i>Motion and seconded to approve the PBC Budget Development Calendar for FY 2023-24. Motion did not pass.</i></p>		
<p>D. FTEF Allocation Options</p>		<p>E.3 — Fiscal Oversight</p>	<p>Note: To be addressed at another PBC meeting due to time constraints.</p>		

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E. Vacant and Frozen Positions List		E.3 — Fiscal Oversight	Note: To be addressed at another PBC meeting due to time constraints.		
F. Approve the drafted PBC Goals from PBIM			Note: Item addressed above. Agenda item repeated in error.		
G. Approve and adopt that the Budget Allocation Model (BAM) is to now be known as the Resource Allocation Model (RAM)			Note: To be addressed at another PBC meeting due to time constraints.		
H. Agenda Items for next meeting			Note: Not addressed at this meeting.		
III. Next Meetings			<p>Locate the PBC By-Laws to determine committee membership position requirements.</p> <p>December 9, 2022, 9:00 am – 11:00 am February 10, 2023, 9:00 am – 11:00 am March 17, 2023, 9:00 am – 11:00 am April 28, 2023, 9:00 am – 11:00 am May 12, 2023, 9:00 am – 11:00 am May 26, 2023, 9:00 am – 11:00 am</p>		
IV. Adjournment			The meeting was adjourned at 10:30 am.		