



Planning, Review and Budget Council

March 4th 2015

Attendees: Noell Adams, Paulette Lino, Jeremy Wilson, Heather Hernandez, Gordon Watt, Jim Matthews, Rachael Tupper-Eoff, Matt Kritscher, Laurie Dockter, Carolyn Arnold, Steve Stevenson, Connie Willis, Yvonne Wu-Craig, Ming Ho, Marcia Corcoran, Jane Wolford, Deonne Kunkel

Called to Order at 3:10 pm

I Approval of Minutes: approved by consensus

II Follow-up:

PBC – discussion on rubric continues; group meets Friday and Deonne will take feedback to group. The rubric needs clarification if it will be used, but we also may not want to use the rubric.

Budget Statement – further discussion and clarification of statement. Title changed from “PRBC Statement to Classified Prioritization” to “PRBC Resource Allocation Statement” after discussion of the purpose of the statement. Given that the statement mostly concerns faculty and staff, Budget Committee might not be the most appropriate venue, since their focus is supplies, equipment, travel, and contract services. Statement will be brought to College Council.

Revised Calendar –

3/18 = Passion & Purpose; Accreditation

4/14 = Larger Shared Governance Committee feedback on recommendations

III Shared Governance

Went to Faculty Senate; new update after Senate meeting is that the ad-hoc committee will be composed of 2 members each from Faculty, Classified, and Student Senates; PRBC; and Administration. These 10 members will bring comments and feedback from their constituents. The 10 person committee will be picked after 4/15.

Reviewing the current Organizational Chart draft for context; there are no reporting lines between the committee boxes yet.

For PRBC, feedback from committee chairs is due by 4/09 to allow Deonne sufficient time to collate for 4/15 PRBC meeting. Written feedback from committee chairs will then be sent to all senates and administrators.

PRBC reviews the issues in the Shared Governance Recommendations draft. Questions arose around the power and usefulness of committees; Matt states that he sees analysis and recommendations as the role of committees, along with process development. What is the role of the Budget Committee? Makes recommendations but sometimes determines allocations (subject to the President's approval). Do other committees go beyond recommendation to allocation or other decisions? Membership issues – Connie is concerned about changing the make-up of the committee; should additional representatives (on behalf of Equity, SSSP, BSC, etc.) be allowed to vote on budget issues that don't pertain to them? Perhaps there is a role for them as ex-officio (non-voting) members.

This brings up another discussion point about voting versus consensus – which committees do which? Going back to the Budget Committee discussion, we need to determine what or where there are gaps – for example, re-assigned time requests: where does it go after it is in Program Review. How does the college share/request input for other areas, like more support for Student Services? Challenges for Budget Committee: new requests compared to existing (not always clear), maintenance of effort issues. No integrated planning of entire budget – separate committees (Technology, Facilities, Prioritization, etc.), some reactive and some planning (CEMC)? Resource Allocation Committee might be a better title instead of Budget Committee.

PRBC has made statements on the 1000s (Faculty Prioritization) and 2000s (Classified Prioritization) budget categories; 3000s include benefits and are related to 1000s and 2000s. PRBC has not made a statement on the 4000s budget category. PRBC farms out requests from Program Reviews to appropriate committees. Program Review is a once-a-year deal as far as funding requests, while other funding sources (SSSP) may allocate throughout the year. We have a loosely coupled budget system.

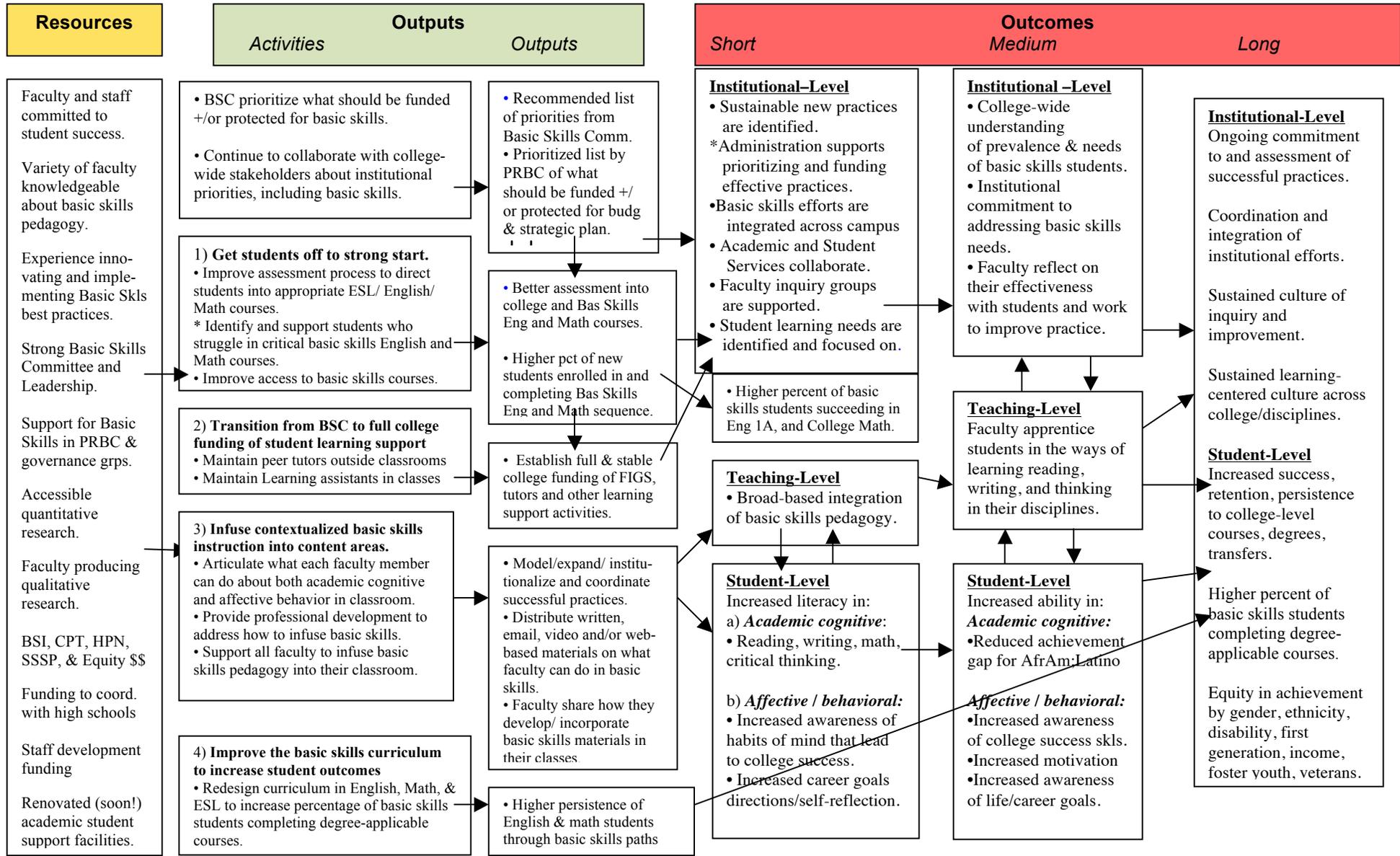
IV Basic Skills Presentation

Basic Skills Initiative - monies from the BSI funded new initiatives, including Faculty Inquiry Groups (FIGs), and other projects, including a significant portion of the monies for student learning support (tutoring). The recommendations should inform the Educational Master Plan and Strategic Plan and be adopted by the PRBC (see handout).

Meeting adjourned at 5:00 pm.

Program: Chabot College Basic Skills Committee (BSC) Strategic Plan

Situation: Vision for Basic Skills at Chabot College. Updated during Fall 2014 in BSC meetings



Assumptions

We are all basic skills teachers.
 Students do not get “fixed” in a basic skills course; they need to learn how to read, write and think in the different disciplines, so they learn those skills in all courses.

Acronyms: Chabot Committees, Groups, and Grants

BSI Basic Skills Initiative funds	HPN Hayward Promise Neighborhood grant
CPT Career Pathways Trust grant	PRBC Planning, Review, and Budget Council
Equity funds from the state	SSSP Student Services and Support Program
FIG Faculty Inquiry Groups	