



**PLANNING & BUDGETING COMMITTEE**

**July 20, 2017**

**1:00 -2:30 P.M.**

**Accounting Conference Room**

Facilitator: Rory K. Natividad

Notes: Linda M. Olsen

**STATEMENT OF PURPOSE**

The Planning and Budgeting Committee serves as the consultation committee for campus-wide planning and budgeting. The PBC assures that planning and budgeting are integrated and evaluated while driven by the mission and strategic initiatives set forth in the Strategic Plan. The PBC makes recommendations to the President on all planning and budgeting issues and reports committee activities to campus constituencies.

**Strategic Initiative – C – Collaboration**

Advance an effective process of collaboration and collegial consultation conducted with integrity and respect to inform and strengthen decision-making.

**Members**

- |   |  |
|---|--|
| <input type="checkbox"/> Amy Grant - Academic Affairs           | <input type="checkbox"/> Cheryl Shenefield - Administrative Services |
| <input type="checkbox"/> Ken Key - ECCFT                        | <input type="checkbox"/> Jackie Sims - Management/Supervisors        |
| <input type="checkbox"/> David Mussaw – ECCE                    | <input type="checkbox"/> Dean Starkey – Campus Police                |
| <input type="checkbox"/> Rory K. Natividad - Chair (non-voting) | <input type="checkbox"/> Greg Toya - Student & Community Adv.        |
| <input type="checkbox"/> Alex Ostrega – ASO, Student Rep.       | <input type="checkbox"/> Josh Troesh - Academic Senate               |

**Alternate Members / Support**

- |  |  |
|--|--|
| <input type="checkbox"/> Babs Atane – Support                | <input type="checkbox"/> Jane Miyashiro – Support          |
| <input type="checkbox"/> Kristie Daniel-DiGregorio – Support | <input type="checkbox"/> Jeanie Nishime – Support          |
| <input type="checkbox"/> Swapan Dighe Alt. ASO               | <input type="checkbox"/> Jean Shankweiler – Support        |
| <input type="checkbox"/> Janice Ely – Support                | <input type="checkbox"/> Luukia Smith – Alt. ECCE          |
| <input type="checkbox"/> Irene Graff – Support               | <input type="checkbox"/> Michael Trevis – Alt. Adm.        |
| <input type="checkbox"/> Jo Ann Higdon – Support             | <input type="checkbox"/> Steve Waterhouse-Alt. Mgmt/Sup    |
| <input type="checkbox"/> Kelsey Iino– Alt. SCA               | <input type="checkbox"/> Carolee Jessop-Vakil – Alt. ECCFT |
| <input type="checkbox"/> Art Leible – Support                | <input type="checkbox"/> Vacant - Alt., Ac. Affairs        |
| <input type="checkbox"/> Ruben Lopez - Alt. Police           | <input type="checkbox"/> Vacant – Alt. Ac. Sen             |

**AGENDA**

- |  |                             |           |
|--|-----------------------------|-----------|
| 1. Draft Minutes Approval – June 8, 2017 | R. Natividad                | 1:00 P.M. |
| 2. Enrollment Update                     | J. Shankweiler/R. Natividad | 1:10 P.M. |
| 3. Annual Planning update                | J. Nishime                  | 1:20 P.M. |
| 4. Review Committee Appointment          | R. Natividad                | 1:30 P.M. |
| 5. PBC member orientation                | R. Natividad                | 1:40 P.M. |

**Next meeting –August 3, 2017**

**Committee Funds and Financial Terms Glossary**

General Unrestricted	Fund 11
General Restricted	Fund 12
Compton Center Related Activities	Fund 14
Special Programs Compton Center Partnership	Fund 15
Student Financial Aid	Fund 74
Workers Comp.	Fund 61
Capital Outlay Projects	Fund 41
General Obligation Bond	Fund 42
Property & Liability Self-Insurance	Fund 62
Dental Self-Insurance	Fund 63
Post-Employment Benefits Irrevocable Trust	Fund 69
Bookstore	Fund 51

- WSCH = Weekly Student Contact Hours
- BOGFW = Board of Governors Fee Waiver
- FTES = Full Time Equivalent Students
- FTEF = Full Time Equivalent Faculty
- COLA = Cost of Living Adjustment
- OPEB = Other Post-Employment Benefits
- FON = Faculty Obligation Number

\* A complete list is available in the annual final budget book.

**Planning and Budgeting Committee  
2016-17 Goals**

PBC Goals 2016-17 for discussion:

1. Develop an action plan utilizing the college wide evaluation of planning and budgeting process. The evaluation was conducted last year.
2. Review and approve the Comprehensive Master Plan to ensure that they are:
  - a. Supportive of the Mission and Strategic Plan,
  - b. Integrated with other college planning and budgeting,
  - c. Implementable, and
  - d. Achievable.
3. Evaluate the Strategic Plan including Institutional Effectiveness Outcomes and Strategic Initiative Objectives.
4. Review and improve upon the yearly activity calendar.
5. Provide a professional development opportunity for faculty and classified.
6. Seek evidence of constituent group PBC communications in an effort to improve the understanding of committee efforts throughout the campus.