Cañada College

Members Present: Char Perlas, Nick Carr, Nadya Sigona, Martin Partlan, Yesenia Mercado, Jeanne Stalker, David Meckler, Leonor Cabrera, Megan Rodriguez Antone, Graciano Mendoza, Hanson Wang, James Carranza, Doniella Maher
Members Absent: Karen Pinkham, Hyla Lacefield, Rachel Corrales, Paul Naas
Guests Present: Allison Hughes, Kathy Blackwood, Bernata Slater, Julian Branch, Peter Fitzsimmons

Agenda Item	Presenter(s)	Process	Notes
1. Welcome and Introductions Approval of Minutes	Hyla Lacefield and Jeanne Stalker PBC Co-Chairs	Action	Meeting called to order by Co-chair Jeanne Stalker. It was determined that a quorum was not present. Approval of April 17 minutes will be carried over to next meeting.
2. Participatory Governance Evaluation Survey Questions	Allison Hughes, Instructional Technologist	Information Discussion Action	Reviewed College's 2018 Participatory Governance Evaluation Survey questions and discussed revisions for current year. Suggestion made on question 6 re Program Review, should reflect that Program Reviews' purpose is to effect positive change. Will review and incorporate revisions, as appropriate, and return to PBC with final survey questions.
			At this time, it was determined that a quorum was present for the remainder of the meeting.
3. Technology Committee Progress Reports for 2017-18 and 2018-19	Allison Hughes, Instructional Technologist	Discussion Action	Reviewed Technology Committee 2017-18 Progress Report. Motion to approve this report passed unanimously. Reviewed Technology Committee 2018-19 Progress Report. Allison noted that the survey, will be developed in collaboration with PRIE and administered likely in fall 2019. The survey will be used as a factor to assess campus technology needs in the areas of training, distance learning, professional development, hardware and software needs. Motion to approve this report passed unanimously.
4. 2019-21 Technology Plan – 1st draft	Allison Hughes, Instructional Technologist	Information Discussion	Reviewed draft of the 2019-21 Technology Plan. Allison noted that update included mission statement and a more well-defined purpose for the committee, membership structure, and meeting frequency. Allison also highlighted the section of technology replacement criteria and related processes. PBC members are encouraged to review the draft with their constituency groups and provide any feedback.

College/District Budget			
5. Historical Context of Resource Allocation Model	Kathy Blackwood, Executive Vice Chancellor (former), SMCCD	Information Q & A	Kathy presented on the college's site allocation and its evolution since the early 2000s. She described specific factors (FTES, estimated growth, staffing levels, and others) and assumptions that are part of the overall consideration. Discussion on the introduction of Innovation Funds in 2015-16 budget year, process, and their intended use to advance the district and college strategic goals.
6. Walk-through of Present Resource Allocation Model Assumptions	Bernata Slater, Chief Financial Officer and Peter Fitzsimmons, Chief Budget Officer, SMCCD	Information Q & A	Peter and Bernata discussed the district's current resource allocation model used to determine allocations for each of the three colleges. Several data factors are considered: including: utilities, insurance, COLA, student enrollment fees, FTES, property tax receipts, and others. This data is revised frequently and the model is continually updated to reflect these changes. Discussion on revenues from auxiliary services and campus housing used to fund the district's Promise Programs.
7. Fiscal Year 2019-20 Additional Ongoing Resources	Graziano Mendoza, Vice President Administrative Services	Information	Graciano presented on the additional funding for next fiscal year. These funds will be used to fund the new position requests that were approved in fall 2018. These recruitment processes will begin and with start dates no earlier than July 1. Discussion on resource requests through program review process and the timing of approvals in relation to budget timeline as well as the difference between ongoing and one-time funding.
8. Strategic Enrollment Management Committee report	Tammy Robinson, Vice President, Instruction	Information	This agenda item will be carried over to a May PBC meeting
9. Planning Council reports	Planning Council representatives	Information	None
10. Staffing Update	Graziano Mendoza, Vice President Administrative Services	Information	
11. President's Update	Jamillah Moore, President	Information	None.
ADJOURN			

Next meeting: May 15, 2019, 2:10 – 4:10 p.m. Final meeting for spring 2019.