Planning & Resource Allocation Committee

September 30, 2014
2:00-3:30
Minutes

Present: Yolanda Bellisimo, Becky Brown, Gina Cullen, Jason Dunn, Patrick Ekoue-totou (Resource), Jonathan Eldridge (Co-Chair), Sara Frye, Peggy Isozaki (Resource), Christina Liemer, Gina Longo, Sara McKinnon (Co-Chair), Greg Nelson, Carol Perez, Carol Scialli (Resource), Cari Torres, Michael Trump, Sheila Whitescarver

Others Present: Derek Levy
Absent: Nanda Schorske, Kathleen Smyth

Agenda Review
- Agenda approved.

Minutes
- Minutes of September 23 meeting approved.

SSSP Plan Final Feedback
D. Levy
- Plan will be posted soon on our college website. Plan is a work in progress and will be updated regularly.
- Counseling faculty were initial movers on this plan. Thoughts from Counseling Chair?
  - Much has been done yet still more needs to be done.
  - Implemented many things in a short period of time.
  - Trying to do things more efficiently yet effectively and deliver services at a high level.
  - Great new Counseling faculty that have been amazing.
- This Plan will also result in adding more to the 50% (right) side of the house.
- This has been a collaborative effort.
- Inescapable engagement: campuses that do this well have more successful students. The Plan is the foundation.
- BUG demo of new Portal is Friday, October 3, Student Services A&B.

Comments
- Question about SSSP Advisory Committee.
  - This would be the SAS.
- SAS (DSPS) and EOPS are not included in the Plan; concern that their funding and support services might be at risk if they were included in the Plan; represented separately through their program related actions.

Finance Subcommittee Set Up
G. Nelson
- Draft subcommittee charge distributed; includes Charge, Authority, Membership, and Responsibilities.
- Finance Committee would need to be a subcommittee of PRAC per Participatory Governance System Plan (page 8 distributed).
- This is a standing (permanent) committee and does not have to have members of PRAC sitting on it.
- Two year minimum term except for student members.
Planning & Resource Allocation Committee

- Next step is to send charge to GRC for approval. GRC meets next Wednesday.

Comments

- Question about wording, “review and update the process for the development of the annual college budget.”
  - Each year disseminate information about how process is being developed.
  - Second year look at things that could be improved from the prior year.
- Suggest a two year term for serving on committee due to learning curve involved.
  - It takes awhile for members to learn. Members become more confident after spending time on committee.
- Would subcommittees report to the Finance Committee which would then report to PRAC? Example: Instructional Equipment requests. Would like to leave the IE subcommittee to do the work it is doing.
  - That is up to the PRAC; would take recommendations from the PRAC.
  - Committee could decide what fits into what bucket.
- When Finance Committee holds its hearings, subcommittees would have met already.
- If all budget pieces is in one pot, departments explain what it means, and more holistic analysis is possible.
- Look at departments at an institutional level and pointing people in the right direction.
- Student membership is appointed through ASCOM rules.
- Wording should be “3 classified” without reference to CSEA.
- Rewording re: college priorities.
- Each committee does a self-evaluation and surveys are sent to college community as well.
- S. McKinnon will make revisions to charge and forward to GRC.
- Nuts and Bolts: Resource Allocation document distributed.

Governance Digest

S. McKinnon

- 2013-2014 Participatory Governance System Digest (distributed) summarizes what each committee did last year.
- Review of document comprised of the following committees:
  - College Council
  - Governance Review Council
  - Planning and Resource Allocation Committee
  - Educational Planning Committee
  - Facilities Planning Committee
  - Instructional Equipment Committee
  - Professional Development Committee
  - Student Access/Success Committee
  - Technology Planning Committee
- All of PRAC’s recommendations are in here.
- Professional Development Committee: Beth Patel updated website and is doing a great job.
- We’ve done this for 6 or 7 years and all is on Participatory Governance website. This is the best evidence for WASC and the college.
PGS Survey Results

C. Liemer

• We are supposed to evaluate how well we did. Spring 2014 PGS Member Survey Results distributed.
• GRC sponsored this survey for entire Participatory Governance.
• This is specifically PRAC members evaluating PRAC.
• Most rated Agree or Strongly Agree.

Comments

• Are survey questions reviewed periodically for possible revisions by GRC? Might need reworking.
• Most questions make sense in terms of day-to-day operation of committees.
• Introduce questions that would provide more valuable information like concerns rather than simply questions about process.
• In future, would like to think more about measuring impact, outcomes, effect rather than just the process.
• In EPC, one of the recommendations noted is a “culture of conflict.” We have nothing pre-DWC to compare to that is this specific.


• We followed committee guidelines. Question is, when faculty provided feedback, did this work for the committee? Were we successful with our feedback loop?
  o Make sure there is concrete evidence of improved student learning for evidence.
• Some allocations are connected with indirect learning.
• Put energy into substantive things we know will be helpful.
• What are investments made in department over several years? Then, look at trends; looking at trend lines in terms of Student Success.
• It would be helpful if college as a whole decided what it wants to look at. Make it a conscious, deliberate statement.

Subcommittee Reports

Technology Planning
• Hold for a future meeting.

Student Access & Success
• Nothing to report.

Educational Planning
• Hold for a future meeting.

Facilities Planning
• Hold for a future meeting.

Instructional Equipment
• Purchases are in process.

Professional Development
• Hold for a future meeting.

Other Reports & Updates

Meeting Wrap Up/Assignments
• Next meeting is October 14.