



## Planning and Budget Council

Minutes – **APPROVED**

April 28, 2025

1:30 – 3:00 PM

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**Attending:** Patty Collis, Anne Donegan, Alia Dunphy, Maggie Fishman, Ruben Garcia, Benjamin Goldstein, Malena Hernández, Robert Holcomb, Stephanie Jarrett, Linda Jay, Kate Jolley (also proxy for Angélica Garcia), Sara Jones, Dawn Lukas, Siobhan McGregor-Gordon, Eve Miller, Nick Perrone, Whitney Schultz, Molly Senecal, Sandy Sigala, Jeremy Smotherman, Kim Starke, John Stover

**Absent:** Angélica Garcia, Shannon O'Reilly, Anthony Spinozzi

**Guests:** Robert Ethington, Corrine Wells, JD Duran

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### 1. Agenda Review and Approval of 04.14.25 Minutes

John Stover provided an update on the Strategic Planning Actions Workgroup (SPAW) which reviewed feedback from PBC and Academic Senate. They focused on academic quality, working on strategic measures and adding operational measures. At their meeting tomorrow, they will continue reviewing the remaining goals with a follow-up meeting planned to finalize everything before bringing back to PBC. It was also emphasized that success metrics must directly align to student success.

A correction was made to the minutes that the majority of the Council agreed that Steps 1 through 3 of the Strategic Planning process had been followed as opposed to Step 4 as reported in the minutes. The minutes were approved with the correction.

### 2. Announcements and Questions

Alia Dunphy, the newly appointed Vice President of Human Resources was welcomed.

The data for Fall 2024 college staffing levels is still pending from the Chancellor's Office and will be reported to PBC in the fall.

### 3. Native American Grant Review

Robert Ethington introduced Corinna Wells, Director of Student Life and Cultural Programs, and JD Duran, Coordinator of the Native American Center, who gave a [presentation on the Native American Student Support and Success Program \(NASSSP\)](#). The goal of the NASSSP is to strengthen pathways from K-12 to community colleges and provide services to ensure educational success of Native American students. Highlights included a 60% increase in unduplicated students, increased student engagement, cultural and academic programming, and successful partnerships with local high schools, four-year universities and the Chancellor's Office. College visits have also been made to Sonoma State, Sacramento State, and UC Davis. Two students have been hired to support peer mentorship efforts. The grant is for \$1.5 million over five years, with approximately \$225,000 spent this year with expectations of greater spending in the future as the program becomes more established. The future of funding beyond the current grant remains uncertain.

Discussion included expectations regarding budget reporting in future grant presentations, and it was agreed high-level financial overviews could be included in future updates. As a resource, Kate Jolley will send out the California Community Colleges April Compendium of Allocations and Resources published by the Chancellor's Office. Invitations were extended to visit the [Native American Center](#) and the Indigenous Social Gathering on Saturday, May 3<sup>rd</sup>.

#### **4. Strategic Enrollment Management Plan (SEMP) Update**

Robert Holcomb resumed his [update](#) from the previous meeting on the SEMP currently in year two of the five-year plan. The goal of the plan is to return to the pre-pandemic enrollment level of 17,500 FTES by 2027/28. Current FTES figures show steady growth, though further increases are expected to be more challenging. Priorities identified by the SEMP Implementation Workgroup were reviewed and include a faculty allocation model based on historical data, productivity, and program completions. There is interest in incorporating waitlist data to better capture unmet student demand. The group is also working on creating dashboards for deans and department chairs to inform scheduling decisions, reallocating faculty resources to priority growth areas like dual enrollment and noncredit programs. Efforts are being made to strengthen dual enrollment through CCAP program to ensure equitable access and better onboarding for high school students, as well as expand adult education and noncredit offers. Additional efforts include progress toward becoming a teaching college, producing informational content to support degree and transfer pathways, and exploring a potential designation as a Black Serving Institution.

Program completion was clarified as defined as students who complete a degree, certificate, or transfer. In response to a question about which strategy has been most successful, Strategy 4--enrollment growth and recovery areas--has demonstrated the greatest success, though all strategies are considered important. Concerns were also raised about the need for enhanced outreach to non-traditional student populations, like older adults, who may benefit from career education programs yet remain underserved. Also addressed were limitations of the current academic calendar which restricts opportunities for intersession offerings, and it was noted the topic of the length of the academic year will be explored further through an inclusive Academic Senate-led process.

#### **5. Accreditation Oversight Committee Update**

Jeremy Smotherman presented an [update on the Accreditation Oversight Committee](#) and outlined the plan for preparing the Accrediting Commission for Community and Junior Colleges (ACCJC) Midterm Report due March 15, 2026. The report will include reflections on learning outcomes, planning, and institutional performance. ACCJC asked questions about the impact of Student Learning Outcomes (SLOs) on instruction and student success since the Fall Follow-Up Report and noted that the SLO evaluation process is still ongoing. This emphasizes the importance of demonstrating meaningful outcomes. An outline was presented and reviewed including topic areas of alignment with the Strategic Plan and to the key performance indicators. A draft is expected by September 26<sup>th</sup> and final submission to the Board review in March. Comments around the timeline included:

- Faculty participation during summer will require negotiation.
- As a result of the participatory governance redesign, committees won't start meeting until October.
- Consistency of language for clarification, specifically presentation and review.
- Add presentation to Classified Senate.
- Request for additional time for PBC review due to the short timeline for the Academic Senate presentation.

#### **6. Hold Harmless Overview**

Kate Jolley provided an overview of the changes to the state's Hold Harmless Provision for community colleges beginning 2024/25. Previously funding was based on the highest of three calculations, the Student Centered Funding Formula (SCFF) calculated amount, Prior Year Total Computation Revenue (TCR), and Minimum Revenue Commitment (MRC). Going forward only two mechanisms remain, the SCFF based on current performance and the Minimum Revenue Commitment which is now the funding floor. Currently the District is funded above its earned amount and must grow into that amount before receiving ongoing COLA increases. The SEMP outlines a pathway to reach 17,500 FTES by 2027/28 at which point projected SCFF earnings would surpass the funding floor. Concerns were raised about enrollment challenges from local K-12 and university pipelines, and the need for contingency planning

was emphasized in case growth targets aren't met. The issue of whether the SCFF model supports districts like ours was also raised, suggesting a continued need for advocacy

**7. P2 FTES Update**

Kate Jolley reviewed the [P2 FTES report](#) submitted to the state on April 15<sup>th</sup>. The report includes summer and fall actual FTES and spring estimates. There was a slight decrease from P1 to P2 FTES, with increases in non-resident and high school special admit students. Summer FTES increased over 35%, fall over 7%, and spring over 4%, although spring numbers will be refined in July due to outstanding noncredit and positive attendance courses. It was noted nonresident FTES rose nearly 15% and special admit enrollment increased by over 12% compared to the previous year.

**8. Proposed Agenda Items for Next Meeting – May 12**

- Review changes to the PBC Committee Charge resulting from the participatory governance redesign. The updated charge was sent to members at the end of the meeting
- Strategic Planning Actions Workgroup Update.
- Continued discussion on outreach and grant budgeting.

The meeting adjourned at 2:54 p.m.

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**[PBC Committee Function](#)**