



Planning and Budget Council

Minutes – **APPROVED**

October 28, 2024

1:30 – 3:00 PM

Attending: Patty Collis, Anne Donegan, Maggie Fishman, Angélica Garcia, Ruben Garcia, Benjamin Goldstein, Robert Holcomb, Linda Jay, Kate Jolley, Sara Jones, Siobhan McGregor-Gordon, Eve Miller, Shannon O'Reilly, Nick Perrone, Theresa Richmond, Whitney Schultz, Molly Senecal, Sandy Sigala, Jeremy Smotherman, Anthony Spinozzi, Kim Starke, John Stover

Absent: Theresa Richmond, Molly Senecal, Malena Hernandez Legorreta

Guests: Karolina Nazario, Jessy Paisley, Julio Flores

1. **Minutes Approval for 09.23.24** – Approved

2. **Announcements and Questions**

One council member wasn't able to vote on online vote but after talking to a number of people and looking at Jeremy's slides, supports the position going forward.

3. **HCAI Wellness Coach Designated Education Program Grant** – Jessy Paisley, Julio Flores

[HCAI Submission.pdf](#)

[HCAI-2024 Budget-Template FINAL.xlsx](#)

[HCAI Work Plan Template FINAL SRJC.docx](#)

The vision and purpose of the certified wellness coach is to improve behavioral health and wellness for children up to the age of 25. This is developed by the State of California to address a gap in our workforce. We have a shortage of behavioral health professionals serving that population, and so the hope is that through certified wellness coaches, we'll be able to address that across the state of California review of services/wellness coach. SRJC was one of 8 colleges awarded \$200,000 to develop the educational program to create a designated Wellness Coach pathway. Will be graduating students at the AA level for Certified Wellness Coaches (CWC) degree pathway.

Concerns were raised about the sustainability of the program beyond two years and the allocation of support staff funds. The discussion concluded with a PBC recommendation to support the grant.

4. **Strategic Planning Update** - Jeremy Smotherman and Karolina Nazario

Presentation of the Strategic Planning timeline from fall 2011 to present. Key action steps included scheduled development for spring 2025, data analysis using tools like EMS and developing new productivity-based FTE allocation models. The Guided Pathways initiative is progressing with a focus on program mapping and student engagement and HSI transformation teamwork.

5. **Enrollment Management Workgroup Update**

Robert Holcomb presented Enrollment management workgroup update. Concerns about how to support 18-20 year-old students coming straight from high school, particularly those underprepared for math and English. There was discussion about ongoing work around AB1705, including strategies like summer bridge programs and workshops to support these students.

There was discussion on the challenges of non-SRJC faculty teaching SRJC classes and the effectiveness of outreach efforts.

6. Guided Pathways (GP) Update

Nick Perrone gave an update on the GP initiative, including the selection and onboarding of a GP coordinator. He emphasized the importance of making the right decision for the district and invites questions and feedback.

The workgroup is planning a program and major mapping event for the district, involving discipline experts to map out the sequencing of classes. The initiative aims to identify academic and career interest areas, with a focus on building part-time maps first to address the needs of the majority of students.

The goal is to provide clear, structured sequences for students, improving completion rates and reducing disparities in outcomes.

There was discussion around the GP coordinator position language to the group for review rather than reinventing the position. Concern was raised regarding the expectation for part-time students to complete transfer-level English and Math within the first year. Dr. Garcia responded that the scope of the work has evolved since the first iteration. A request was made to review the Guided Pathways budget at a future meeting.

7. PRPP Cabinet Priorities - Jeremy Smotherman

Cabinet reviewed requests on the PRPP requests in the 4000 and 5000 object codes. No new priority requests were identified that would result in budget awards. To ensure ongoing fiscal sustainability, the cabinet aims to align current expenditures with the number of students served.

8. PBC Conversation Topic: PRPP Reimaging – All

Jeremy Smotherman led the conversation around the reimaging of PRPP. The reimaging process is to ensure the effectiveness the PRPP process and value for all departments. The PRPP committee aims to improve communication and training for departments, chairs and admins.

The goal is to close PRPPs by 12/15 and ensure all necessary data and information are included. The PRPP committee is working on identifying the needs for professional development and addressing technology and institutionalization needs.

There was acknowledgment of the frustration dept chairs have with the process and the need for better communication. There was a suggestion about being more honest with funding constraints and providing realistic guidelines for dept chairs.

Evaluate the current software and technology used in the process and explore opportunities for improvement.

9. 311 Report, including 50% Law and Education Protection Act report - Kate Jolley

The 311 report is the annual financial report that SRJC submits to the Chancellor's Office each year in October for the previous fiscal year. The report contains all of our previous year's expenses as well as the future year budget, including a detailed breakdown of the financial statements, revenue, expenses, the GANN, the 50% law, and more. The 50% law requires that we spend 50% of our unrestricted general fund expenses inside the classroom. This includes instructional faculty salary and benefits, lab support and other classified instructional salary and benefit costs, and Instructional Service Agreements.

The Education Protection Act report is also included in the 311 report and shows how we are spending the EPA funds from Prop 30. The schools and local public safety protection act was put on the ballot in 2013 when there was a decrease in revenue at the statewide level. It did not increase the funding that came to the district, it's just a protection of our existing funding.

The meeting adjourned at 3:00 p.m.