



**PLANNING & BUDGET COMMITTEE (PBC) MEETING
MINUTES,**

Facilitator: Dr. Abiodun Osanyinpeju

Recorder: C. Edwards

Date of Meeting Recorded: November 21, 2022, 1:00 pm – 2:00 pm

Location: Zoom

<p>Vision Compton College will be the leading institution of student learning and success in higher education.</p>
<p>Mission Statement Compton College is a welcoming and inclusive community where diverse students are supported to pursue and attain student success. Compton College provides solutions to challenges, utilizes the latest techniques for preparing the workforce and provides clear pathways for completion of programs of study, transition to a university, and securing living-wage employment.</p>

<u>PRESENT</u>		
<input checked="" type="checkbox"/> Jose Bernaudo	<input checked="" type="checkbox"/> Amber Gillis	<input checked="" type="checkbox"/> Dr. Abiodun Osanyinpeju
<input type="checkbox"/> Keith Cobb	<input type="checkbox"/> LaVetta Johnson	<input type="checkbox"/> Eboni Trapp
<input checked="" type="checkbox"/> Lorena Fonseca	<input checked="" type="checkbox"/> Janette Morales	<input type="checkbox"/> Dr. Jose Villalobos

OTHERS ATTENDING: Dr. Abdul Nasser, Dorrett Lambey, Owen Yu, and Hawk McFadzen

Shared Documents - None

Meeting Minutes

I. Call to Order

The meeting was called to order at 1:07 pm by Dr. Abiodun Osanyinpeju.

II. Review of Minutes

- The minutes of October 25, 2022, was approved by Ms. Gillis, Mr. Bernaudo (moved/seconded). The vote was 5 in favor, 0 opposed, and 0 abstention. The motion passed.

III. 2023-2024 Planning Process

Mx. McFadzen provided an overview of the 2023-2024 Planning Process. If you go to the About Us, page and you select Institutional Effectiveness, then you select the Planning icon, about halfway down the page, 2023-2024 Annual Planning Cycle , and the first bullet is the Compton College Annual Plan Instructions or click on the following link https://www.compton.edu/adminandoperations/institutional-effectiveness/Annual_Plan_Instructions_2023-2024V2.pdf.

Next is the logic model and the recommendations. These two you are going to submit, and this of course is the exception. If you click on the icon, it will walk you through the background where you start step two. Then you will need to download the all the materials from the planning website which

will be a step-by-step definition of the logic model pieces. This will explain how to fill out the logic model, how to fill out the excel spreadsheet. Here I have provided an example of the logic model which is built like a reverse roadmap.

Mx. McFadzen indicated that is best to start at the output section, or in the long-term goals and then break it down into short-term outcomes. Then start at your output, and then go back to the resources you need in order to have these outputs happen. The output is different from an outcome. An outcome for example, is we want 75 of our students graduating with a competency in the goal, and you could monitor your students SLOs, but we want them bigger. So, for example, 100% of students will complete the module right. The short-term outcome is 100% of the students meet this SLO.

Mx. McFadzen stated that the output, on the other hand, is going to be something we want. We want a quantified number of things. So, this should have a number in it. This should be a concrete, attainable goal. If this is a program, we will see this here. This is still students. If it says a number engaging 100 students, this is the output that we want. We want to train 25 students in this equipment. The activity is going to be how you are you going to accomplish that output.

Mx. McFadzen stated that for example, we want to acquire an ice maker training unit so that 25 students can complete the SSL in the ice maker, training and 123 for fish. How are you going to engage 100 students? Well, we are going to implement a career, advising into fast GDP events and host the events. So, this again starts with funding to purchase an ice maker training unit, and the equipment. We have to fill this out in this way, so, that we can really tie resource, requests to concrete outputs that we will go into the longer-term planning process. Then tying them in the short and long-term outcomes. We need \$10,000 for new computers. Well, why and this will quantify it. Everybody streamlines the process and make everything accreditation worthy.

Mx. McFadzen stated that she has a blank planning model and the logic model. The author is going to enter this blank planning model and logic model. Enter the program here, then the goal on the back page. For example, your Mission and Vision? So, this one does not come with an example. However, the other resource does. This will be the one that gets submitted. This is the recommendations, and the recommendation should match up with the resource right here. Money to purchase an ice maker training unit that should go here and how much that is going to cost. This is going to be your department, what the resource is, whether or not it has been started because people have a budget that is carrying over from last year or last cycle. Then the other aspects are self-explanatory regarding implementation, time, and origin of recommendation. Where that is coming from program, review, committee meeting, committee recommendation, et cetera in 140 characters or less. This is where you explain what you want. We sum up your logic model.

Mx. McFadzen mentioned that will lead to short-term and long-term outcome. Which is linked to planning and Tartar Completion by Design. This is how it is linked to the Master Plan and the mission statement. Take a look at those. It is pretty easy to fill those in, and any other resources needed.

Dr. Osanyinpeju asked when we push the recommendations to the units. Deans have to look at it. We will find that everything is listed there. Is it possible for IE to take out those things that are not supposed to be on the plan? For example, somebody needs a new building, is it possible to help pick it up or that I cannot take it out. I can only say this should not be moving forward. IE wants us to rank everything which means we cannot take anything out. For the example, somebody wants to hire a new history professor. He should not be on this plan because you need to go through a different process. Is it possible to take all of those out, so that we know that we are focusing on what is going to be funded from here? Mx. McFadzen stated that she would defer that question to Lauren Sosenko.

Ms. Gillis thanked both Mx. McFadzen and Dr. Osanyinpeju. She wanted to follow what Dr. Osanyinpeju had said. The prioritization process for faculty members that goes through the Academic Senate. Looking through the Academic Senate minutes. Do you know, if the Academic Senate has had an opportunity to weigh in and provide feedback on the revised process. Mx. McFadzen indicated that she did not know and could not speak to that.

Ms. Gillis mentioned that part of the planning and budget processes not necessarily the outcomes and the roll out of who does it? However, the process definitely falls within the academic, and it is ten plus one purview. She commented that she is going to go back through and check the minutes, just to follow, Title V, and the processes. She indicated that it might be an innovative idea for Institutional Effectiveness to circle back around with the Senate and make sure that the Senate has a conversation about that process.

IV. 2022-2023 Annual Goals

Dr. Osanyinpeju stated that we have done so much with our annual goals. So, last time we looked at the goals and examined ourselves to see how we are doing. We are doing okay per the folks at the meeting. He asked if anyone would like to change, modify, or if members had any suggestion. We looked at all the five goals last time and it was okay. We were doing fine. He indicated that everything was in place, and asked Dr. Nasser.

Dr. Nasser commented that he thinks the committee is doing well. We are looking at the membership for ideas of things that we could do differently. He mentioned that he would be certainly glad to hear from them.

Dr. Osanyinpeju also indicated that we are doing fine in the design that we had before. We are supposed to be monitoring the progress/status. Maybe when we come back, we could look at the next stage. Our goals still stand. We are still going to move forward with our goals, and then continue to do what we are doing. Continue to work with the Business Office and when we go back to our constituent groups, we will provide information like the quick training that we had today. He asked that when you go to your departmental meeting, talk about it to your departments and your unit. So, that they know, and are ready to complete plans before we get to the deadline.

Dr. Osanyinpeju stated that the only thing that he is still concerned with is the strategic plan that we are trying to work with IE on. We have not received any updates since the last time we met. We hope that we have something to look at, to provide input and make suggestions. We are working with the Core Planning Team before it goes up from there.

V. Annual Evaluations

Dr. Osanyinpeju indicated that the annual evaluations will follow the same trend. We are still just going to continue to talk about it here. Whenever we think that we are not doing right, or we have changes that we need to make we can do it here. We will assess ourselves and then get ready for the final evaluation when it comes up. Dr. Osanyinpeju asked the committee members if they had any other thing that they would like to add. He also asked Dr. Nasser if he had anything to provide to the committee? Dr. Nasser replied “no.”

VI. Other Business

Mr. Bernaudo mentioned that the state budgets can be unpredictable and that there is talk of a deficit next year. He inquired if you heard about that in the news and asked Dr. Nasser if he had any thoughts

on that? Mr. Bernaudo wanted to know if it will affect our hold harmless past the 2025 year. Dr. Nasser stated that he can tell us about the hold harmless that we are okay. That one is safe. He mentioned that he did not think that is going to go away.

Mr. Bernaudo clarified that it is beyond the 2025 year, correct? Dr. Nasser responded that at this point in 2024-2025 it becomes our base regardless of what our actual enrollment, we will be funded for 5,980 students. That is a good thing because it protects our funding, about 5890 or 5980 FTES, that number is according to the current legislature, it is in perpetuity and is forever. Mr. Bernaudo commented that regardless of what happens with next year's budget. Dr. Nasser indicated that the state does not have to stress that. He commented that is how they have structured it. Now, what the state may do is that we will receive approximately \$45,000 for FTES, if things are too dire, they might reduce the funding per student. However, he does not foresee that happening at this point.

Dr. Osanyinpeju stated that all we need to do is go back, do our work, and not worry about layoffs, benefits, reduction, or anything for all of us. Dr. Nasser replied "correct." We only need to worry about what we need to do and not stress over stuff that we cannot control and focus on our students.

Ms. Morales commented that is that what he told folks at City of San Francisco? Dr. Nasser stated that let us not go there, please. The situation there was different.

VII. Adjournment

The meeting adjourned at 1:33 pm.