D R A F T
BUDGET COMMITTEE
MAY 4, 2011

Present: Greg Chamberlain, Kate Pluta, Rachel Vickrey, Jennifer Marden, Stephen Eaton, Meg Stidham, Lynn Krausse, Corny Rodriguez, Debbie Spohn (recorder)

The purpose of today's meeting is to work toward finalization of the budget criteria. We also want to find a time everyone can meet in the fall for regular meetings.

Program Review Changes
The latest draft document regarding proposed changes to Program Review (revision #12) was distributed. Kate stated that this has been to College Council, FCDC, and Program Review for feedback. The criteria document needs to be finalized for full implementation. The Annual Program Review will reference college goals. The Program Review committee (PRC, previously IEC) will respond in writing, and will forward their response to College Council. This committee will be the one to review and consider changes in priority and structure. Integrated program review will launch in 2012-13. This version of the proposed changes goes to the Senate for a vote today (5/4) and the College Council on Friday (5/6).

Budget Criteria Document
The latest document was distributed. Also distributed was a definition of sustainability at Porterville College. It is unclear what "Ideals" means in this context.
In the criteria document, the areas were further identified and developed.   An index of "Best Practices" will be compiled and included. PRC is going to use a Rubric to continue to solicit feedback. Jennifer stated it was her understanding that these would be used at the program level. What recommendations might come back from the program level? Rachel answered that the PRC would take at look at whether the review is complete. Using a rubric should make this a more meaningful process.

In terms of membership, there will be two co-chairs. The current structure isn't going to work because membership is based on volunteers. The committee needs a representative from FCDC. The people that develop the Rubric should know how it will be used, and make it more of a checklist.

The criteria is designed to be used by all budget administrators. Kris asked how this compares to accreditation standard #4. This is a subcommittee of the Steering committee. They are charged with providing direction to the President. Any objections should be thoroughly

discussed throughout the process. Was CSEA consulted about what classified membership should be? At what point does CSEA give input before approval? We don't have a clearly defined process of who should be involved and at what step.

Committees are reading program reviews and giving feedback. This is the same process as was used previously. In the spirit of the process of communication, feedback should be send to the constituents. But the key really is an understanding of what they are developing is a 'straw man', a place to start. The document can be called a working draft to allow for a starting point, and allow it to be circulated.

Where do we go next? How are you feeling about the process? We're anxious to get this done for accreditation. We are on draft #12; the process has been well-circulated and well-discussed. The current PRC is well represented; it is difficult to tell who from this group will continue to be a part of the committee in the fall. Faculty cannot be required to participate in activities over the summer without compensation.

✍   ***Action item:*** Get the budget criteria 'working draft' document out within the next few days.

College Council meets on Friday (5/6). The goals should be referenced, as should accreditation standards. Under Health & Safety, i.e. should be changed to e.g. LaMont also wanted to include something on hazardous materials. Should the questions be reworded as statements? It was suggested that rather than try to reword the questions, a statement be included explaining that the questions listed are to inspire thought. It was suggested that rather than have the document be circulated in draft form, more work be done during the summer so that it is complete.

A work session was scheduled for the afternoon to work on the Criteria document.