

**PERALTA COMMUNITY COLLEGE DISTRICT
Planning and Budgeting Council (PBC)**

**MINUTES
August 31, 2018
District Board Room**

Membership

Romaneir Johnson, VC Finance & Administration (PBC Chair/Presiding)

Donald Moore, Co-Chair, Senate President

**Fred Bourgoin, DAS President*

Mario Rivas, Senate President

Jennifer Shanoski, President PFT

Tim Brice, Local 39 Representative

Hayat Guessoum, SEIU Representative

Adil Ahmed, Interim Budget Director

Rowena Tomaneng, BCC President

Tammeil Gilkerson, Laney College President

Jason Cifra, BCC Vice President of Student Services

**Vacant, Student Representative*

Jason Cole, Institutional Researcher, Designee

**Vacant, Classified Senate Representative*

**Vacant Classified Senate BCC*

(14 members total—Quorum is 8)

Richard Ferreira, Executive Assistant, Finance and Administration, PBC note taker (non-voting)

PBC Attendance**Present:**

Donald Moore, Co-Chair, Senate President
*Fred Bourgoin, DAS President
Mario Rivas, Senate President
Jennifer Shanowski, President PFT
Hayat Guessoum, SEIU Representative
Adil Ahmed, Interim Budget Director
Rowena Tomaneng, BCC President
Jason Cole, Institutional Researcher, Designee

Richard Ferreira, PBC note taker (non-voting)

Absent:

Romaneir Johnson, VC Finance & Administration (PBC Chair/Presiding)
*Vacant, Local 39 Representative
Tammeil Gilkerson, Laney College President
*Vacant, Vice President of Student Services
*Vacant, Classified Senate Representative
*Vacant, Student Representative
*Vacant Classified Senate BCC

Guests:

Derek Pinto, VP of Admin. Services, Laney College
Siri Brown, Vice Chancellor of Academic Affairs
Joseph Bielanski, Jr.
Jennifer Lenahan
Debra Jones, Associate Vice Chancellor
Shirley Coaston
Jeff Sanceri, Faculty
Douglas Bruce, Biology Instructor
Mary Beth Benvenuti, Business Director, COA
*Fred Bourgoin, DAS President

Agenda Item	Committee Goal	Strategic Goal	Outcome/Action
I. A. Call to Order			Meeting was called officially to order at 2:00 pm due to meeting quorum.
B. Adoption of the Agenda			Motion to adopt the agenda. Motion approved unanimously.
C. Approval of Minutes	The PBC adopted a single goal that the Committee recommend a coordinated, district-wide planning methodology and calendar.		The July 23, 2018 minutes were reviewed, however, Co-Chair Moore requested that the PBC table the minutes to the next meeting. Motion to table the minutes to the next meeting. Motion approved unanimously.
II. WORK/STUDY ITEMS A. Board Policies & Administrative Procedures 1. Measure E			Joseph Belinski discussed the following items: BP 6741 Parcel Tax BP 6740 Citizens Oversight Committee AP 6250 Budget Management AP 6741 Parcel Tax AP 6740 Citizens Oversight Committee

			<p>Recommendations and changes were requested to be made and Joseph Belinski agreed to update the policies in accordance with the recommendation made by the PBC Committee. He will present the updated BP and Ap policies to the next PGC meeting.</p> <p>Motion to approve BP 6741 Parcel Tax, BP 6740 Citizens Oversight Committee, AP 6250 Budget Management, AP 6741 Parcel Tax, and AP 6740 Citizens Oversight Committee as amended with the recommendation made by the PBC Committee. Motion approved unanimously.</p>
<p>B. Goals/Objectives</p>			<p>It was requested that at the next PBC meeting that everyone come prepared to discuss and agree upon goals for the committee.</p> <p>Concerns were addressed that the Adopted Budget 2018-19 was not on today's agenda and was approved at the last PBC meeting. Jennifer Shanoski expressed her disappointment and dismay that she believed the PBC is here again, a year later, and was forced to approve a budget that she does not agree with and the PBC did not have enough input into it.</p>

			<p>Finance had an August 20, 2018 deadline to publish the budget and the Board of Trustees meeting was on September 4, 2018. The concerns came down to the 50% vacancy freezes so VC Johnson had stated that the Adopted Budget needed to be approved and submitted to the board and that any concerns from the PBC Committee could be addressed and proposed as an amendment sometime in December/January. The committee would then have more time to look at the 2018-19 Budget and make recommendation and address the 2019-20 Budget as well.</p>
C. Recommendations for 2018-19			<p>The PBC needs to come up with recommendation, for example, what the reserve is and what amount the BoT and District should have. It was suggested that 10% would be going back to the colleges.</p> <p>It was stated that the District agreed to send all the Parcel tax monies to the colleges and that happened for the 2018-19 budget. Request made that everyone come prepared to discuss further recommendations for 2018-19, 2019-20 and 2020-21 at the next meeting.</p> <p>The PBC recommended that Fred Bourgoin, DAS President become a member of the committee.</p> <p>BCC's roundtable has already looked at, and accepted, the 50% vacancy freeze impact on the college and agreed to forget about the 10% because that was restored.</p>
D. Budget Master			Budget and Finance Master Calendars for 2017-18, 2018-19

<p>Calendars for 2017-18, 2018-19 and 2019-20 Budget approval process for PBC</p>			<p>and 2019-20 approval process were provided to the PBC members of the work completed by the committee and agreed upon.</p> <p>Motion to accept the Budget and Finance Master Calendars for 2017-18, 2018-19 and 2019-20. Motion approved unanimously.</p>
<p>III. Next Meeting</p>			<p>Next meeting is scheduled for September 21, 2018 from 9:30 am to 11:30 am.</p>
<p>IV. Adjournment</p>			<p>Meeting adjourned at 2:51 pm.</p>