



Budget and Planning Committee

3/2/2009

3:30 – 5:00

Members:

*Present

Charlie Ng (co-chair)*

Cheryl Marshall*

Kathy Crow*

Ralph Rabago*

Gloria Harrison (ex-officio)

Ted Phillips (ex-officio)

Catherine Pace-Pequeño (co-chair)*

Alex Contreras*

Cidhinnia Torres Campos*

Gary Williams*

Michelle Riggs*

----- Minutes -----

Minutes approved by consensus from February 23, 2009 meeting

Program Reviews Still Missing:

• Office of the President	• Sociology
• Biology	• Personal and Career Development
• Dean of Humanities and Social Science	• Economics
• Anthropology	• Interdisciplinary Studies
• Psychology	• Honors
• Human Services	•

These were due Jan. 19th for PBC to go over in February and have results back to the units in March. Program evaluation rubric was provided, and our concern remains that submitted program reviews are not complete, reflective, evidence based, or data driven. Discussions with President Harrison included concern that having this committee reading and making recommendations on all program reviews and annual plans is time consuming. “Do we have time to do everything we need to do?”

Deans are expected to look at program reviews to make recommendations and provide feedback. It was suggested that the Dean’s use these program reviews along with the annual plans to determine their prioritizations, therefore relieving this committee from the need to review these reports. There is concern among faculty that there are issues at the Dean level of training, guidance, and the issue of strong voices having the ability to sway management’s decisions for resource allocation. In the Office of the President there is concern that a prioritization process has not been established. This committee is to review and look at the quality of the plans and provide feedback to the unit’s effectiveness while presenting a well-

rounded fair voice for the overall picture of the campus with regards to resource allocation

The Accreditation concerns are that there should be a clear link between the process of program review, planning, and resource allocation.

There was discussion of revising committee to remove “budget” since resource allocation is out of our hands. This committee will use the prioritization list organized by the VP’s and President linking back to the program review recommendations and annual plans to make our resource allocation recommendations to the cabinet. We would be acting as a second set of eyes rather than going through all annual plans and itemizing each request, while the committee will still be fulfilling our obligation to provide useful feedback to the units and using this evidence to make financial decisions.

This process although time consuming is necessary because all groups on campus are not using consistent criteria. There must be a universal, clear understanding of what a well-thought out plan is. To insure accountability, although it is the management’s responsibility to make final decisions, this built in process of multiple levels of people also having input. We are trying to avoid going through itemizing each request, and asking the VP’s and President to submit their recommendations to us will solve some of the time issue.

March 16- Prioritization for Resource Allocation

March 23rd - Finalize list of priorities

March 30th- Develop Rubric for Annual Plans and start Program Reviews

April 6th, 13th, 20th, 27th, & May 4th, 11th- Finish Instructional Program Reviews, Make revisions to Program Review Document to encourage more reflection and discuss how to handle data, Revisit timeline schedule for 09/10.

We will use sub-committees to be more efficient for Annual Plans; possibly use Elumen for communication. Prospective groups-

- Cheryl, Ralph, Catherine
- Alex, Cidhinnia, Gary
- Charlie, Kathy, Michelle

NEXT MEETING WILL BE IN LADM, 3/16/2009 FROM 3:30 – 4:30