

**Cypress College
Planning and Budget Committee
Minutes of March 1, 2018**

Present: Santanu Bandyopadhyay, Emily Day, Phil Dykstra, Christina Johannsen, Rod Lusch, Angiel Mendieta, Bryan Seiling, Joe Vasquez

Resource Advisors: Mark Majarian, Rick Rams, Eldon Young

Recorder: AeYoung Kim

1. **Public comment on agenda items**
No comments at this time.
2. **Minutes**
Minutes from February 15, 2018 were approved.
3. **PBC/PAC Discussion – Emily Day**
Follow up discussion regarding the PBC/PAC meetings was revisited. The consensus is the committee would prefer to keep PBC meetings as the original schedule twice a month but PAC could move to once a month. Emily asked if the committee had any recommended changes to PBC. The committee agreed that the discussion will come back to PBC after the revised PAC schedule was tested.
4. **ACCJC Institutional Set Standards- Phil Dykstra**
Phil provided the ACCJC Institution-Set Standards 2018 Annual Report. This is the first time there are no changes in comparison to the previous years. Phil would like to start the process earlier in subsequent years so that Academic Senate could have more time for discussion. The Annual Report is broken down into 4 categories: 1) successful course completion, 2) number of degrees awarded per year, 3) number of certificates awarded per year, and 4) students to transfer each year to a 4-year college/universities.
5. **One Time Funding- Emily Day**
As of that morning, there have been 17 requests which have been turned in. Emily and Phil will be meeting to review the requests, which is then followed by a meeting with the Direction Chairs on Wednesday, March 7th. An update will be provided at the next PBC Meeting.
6. **Resource Allocation Workgroup- Update – Emily Day**
A meeting was held on February 20, 2018 and items discussed included the statutory language in the proposed Trailer Bill, guiding principles, and the push out allocation model. Those from CC participating in this meeting agreed it would be beneficial to meet before the next workgroup to be sure they are in agreement.
7. **Special Funding Requests**
The Committee supports the special request from the Veteran’s Club Account in the amount of \$1,985.75 to host its 2nd Run/Walk Cypress College 5K. The cost will fund this year’s race shirts, medals and supplies in preparation for the event. The item will move to PAC for approval.

Meeting adjourned 2:30 p.m.