

**Cypress College
Planning and Budget Committee
Minutes of February 18, 2021**

Present: Belinda Allan, Damon de la Cruz, Christie Diep, Lee Douglas, Brian Gomber, Craig Goralski, Eileen Haddad, Aaron Pilkey, Alexander Porter, Marc Posner, Bryan Seiling;

Resource Advisors: Paul de Dios, Silvie Grote, Yongmi Han, Samreen Manjra, Thu Nguyen, Katy Realista, Eldon Young

Guests:

Absent:

Recorder: AeYoung Kim

1. Public comment on agenda items

2. Corrections and approvals made to the minutes from 2-4-21

3. DEI Funding Plan- Alexander Porter

There were proposed plans shared at the last meeting for the use of funds allocated by the District in the amount of \$145K for the DEI Funding Plan. At the last meeting the committee recommended to move forward to PAC with one piece of the original plan which was \$90K for Mental Health Counseling, PAC has been approved. The DEI Committee will have further discussions regarding development and what the real need is on a larger scale not only the \$145K. This discussion has already begun and will continue. Once there is a more concrete plan it will be brought back to PBC with an updated proposal for the remaining balance of 55K and also looking at other funding opportunities or funding sources available within District resources and/or local campus resources available to fund additional activities associated with the DEI efforts.

Christie shared her concern from the last meeting when Fola Odebunmi was asked to create a job description for the BLM Taskforce and was told about a form to complete for reassigned time before going to Senate. She feels this is unfair to put solely on Fola who has been asked to create this without compensation and asked two questions. Will this information go to the DEI Committee and then back to PBC or vice versa? Lastly, where is the form located? Craig Goralski shared that he received an email from Dr. Schilling who requested a copy of the LGBTQ Liaison position form which was created by Janelle Herman, to use as a template. Jenelle largely developed the form herself and took it to Senate for approval. Craig agrees with Christie, moving forward the process should be more streamlined and follow a template to make it easier. Craig shared that they want the process to progress quickly and curious how Fola would like to proceed? Would she take on this project and mostly develop it on her own as Jenelle did and get it done now or do we create a process and template and have Fola complete the form at that time. Bryan Seiling feels it would be important to decide if they need a structured committee as they do with Curriculum, Program Review and have a process in place for how they will decide to choose a chair, and other related items and feels this is bigger than putting the responsibility on one person. Lee Douglas agrees and is not in favor to put this solely on Fola with anything that relates to what is needed for the committee work, Black Lives Matter, reassigned time and feels it is a broader conversation that is an institutional responsibility

and not put this on one person. Lee also shared that he has begun a draft for the reassignment process and hoping to use this as a starting point to begin a conversation about reassigned time as well as the process for approving and assigning reassigned time. Christie thanked Lee for starting this draft and asked if he could forward a copy to her to share with the union for review.

4. **Classified Position Prioritization Process and Timeline- Alexander Porter**

Discussion started last semester with the committee and followed by starting conversation with Program Review on how we could connect the process with the One-Time Funding and conceptually linking Program Review to the idea of a Classified Position Prioritization and how we can put information in to Program Review to identify position needs and justification associated with it. Later down the line the One-Time Funding process could use the Program Review as a resource to meet the prioritization needs. Alex will draft a form similar to the One-Time Funding process. The reason the item has been added to the agenda is to see if any committee members had any questions, or concerns about the process in linking One-Time Funding Process with Program Review and imbedding the information in there.

Bryan Seiling shared they have started creating a new summary form and will be reviewing the form next week. Belinda Allan asked when CSEA would be involved in this process? Alex shared that they are at the process development stages at this time but welcomes CSEA representation to the table at any time. Alex will reach out to Joe Vasquez to see if he would like to send representation whether it be himself or another steward. Eldon Young commended Bryan Seiling for his leadership in Program Review emphasizing and asking departments to detail their budgetary needs and pointing out what is lacking as far as SLO's and how they are linked to Program Review and finally Classified Positions requests are being detailed. Eileen added though this conversation is happening in the Instructional Program Review Committee, the same conversations have also extended to Student Services Program Review and Campus Services Program Review as well.

5. **Faculty Hiring- Craig Goralski**

Craig Goralski shared that Eileen Haddad, Eldon Young, Lee Douglas, Troy Davis and himself met to discuss this and 3 documents are being created the first one is putting the Faculty Hiring Prioritization Process down on paper in order to make sure there is transparency and clarity across the board, the second form is the Faculty Position Request Form which is what the faculty are filling out themselves. Thurs is the Faculty Scoring Rubric. Once all three documents are completed Craig will bring it back to this committee for consideration.

6. **Other**

Christie Diep possibility of making our campus a vaccination pod with the ability to expedite faculty vaccinations

Lee Douglas is currently working on a draft of a letter to faculty and staff any requests for any needs for remote work.

Next Agenda:

- CARES Act Funds update- Alexander Porter

- CBF Activities- Alexander Porter

- Governor's Budget Proposal, State of California \$100M in Student Allocations (Alex will reach out to v Korey Lindley for possible update)