



**PLANNING & BUDGET COMMITTEE (PBC) MEETING  
MINUTES,**

**Facilitator:** Dr. Jose Villalobos for Dr. Abiodun Osanyinpeju  
**Date of Meeting Recorded** April 25, 2023, 1:00 pm – 2:00 pm

**Recorder:** C. Edwards  
**Location:** Zoom

<b>Vision</b>
Compton College will be the leading institution of student learning and success in higher education.
<b>Mission Statement</b>
Compton College is a welcoming and inclusive community where diverse students are supported to pursue and attain student success. Compton College provides solutions to challenges, utilizes the latest techniques for preparing the workforce and provides clear pathways for completion of programs of study, transition to a university, and securing living-wage employment.

<b><u>PRESENT</u></b>		
<u>X</u> Jose Bernaudo	<u>X</u> Amber Gillis	<u>X</u> Dr. Abiodun Osanyinpeju
<u>X</u> Keith Cobb	<u>X</u> LaVetta Johnson	<u>  </u> Eboni Trapp
<u>X</u> Lorena Fonseca	<u>X</u> Janette Morales	<u>X</u> Dr. Jose Villalobos

**OTHERS ATTENDING:** Dr. Abdul Nasser, Dr. Lauren Sosenko, Dorrett Lambey, and Owen Yu

**Shared Documents**

- ISER Master Draft 04-17-23
- 2023-2024 Compton College Goals

**Meeting Minutes**

I. Call to Order

The meeting was called to order at 1:04pm by Dr. Abiodun Osanyinpeju.

II. Review of Minutes

- The minutes of March 28, 2022, was approved by Dr. Villalobos, Mr. Bernaudo (moved/seconded). The vote was 6 in favor, 0 opposed, and 0 abstention. The motion passed.

III. Standard 1A & 1B

Dr. Osanyinpeju asked Ms. Gillis to talk briefly about Standards 1A and 1B. Ms. Gillis stated that before she got started, she would like to add Self-Evaluation as a future agenda item.

Ms. Gillis mentioned that the committee went through Standard 3D the last time we were here or at least a portion of it. There are other portions of our Institutional Self Evaluation Report that is applicable to the Planning and Budget Committee, and some of that is in Standard 1, it is not all in Standard 1, but a little bit of Standard 1. So, if you have not had a chance to look at this, please do so. The Academic Senate has been going through for first read, but there are a handful of places in Standard 1A and 1B that are applicable to us, particularly around the Planning and Budget allocations. This standard is looking at how we are using data to make informed decisions about budgetary and other types of planning purposes.

First, Standard 1, A-3, the Institution's Programs and Services are aligned with our Mission; that the Mission guides its institutional decision, making, planning, resource allocation, and informs institutional goals for Student Learning and Achievement. Dr. Sosenko and her team were in charge of pulling together this particular section. As you will see here, it is a discrete discussion of educational programs talking about how all of these are aligned with our mission and planning processes.

The Mission guides institutional decision making, planning and resource allocation. So, basically, we are explaining that the college uses the Comprehensive Program Review as the foundation for its annual planning process of outlining annual goals and recommendations for each program, unit, area, and the college as a whole at the program and unit level. The annual plan includes a logic model that links all annual recommendations to outcomes of interest which may link back to Student Learning Outcomes as and institutional set goals of your organization which are the internal metrics to measure student learning and achievement. The Annual Plan is rolled up from across the campus, based on the rationale and outcome of the recommendation and prioritize for funding and implementation.

Ms. Gillis brought this up because this is where we are. The college also establishes annual goals to focus and prioritize efforts that will accomplish longer term Strategic Plan goals and shares these campuswide at events such as Tarter Talks. We have reviewed all our major goals and Dr. Sosenko has brought the College Plan to us before. The College Plan is the culmination of all of the work that is ahead of us. Ms. Gillis asked Dr. Sosenko if she wanted to add anything? Dr. Sosenko stated that we are going to review the College Goals for the 2023-2024 year. We are demonstrating exactly what we are talking about. This group is an integral and helps to set the priorities of the institution through that goal setting process.

Ms. Gillis asked that everyone review the document. As you are going through the ISER, and if you are trying to figure out where you are in these 200 pages or so, do control "F" and type in the name of the committees that you belong to particularly Planning and Budget and you will see Planning and Budget appears in a handful of places throughout the entire document. The Planning and Budget Committee plays a central role in the decision-making process with purview of the integrated Planning and Budget processes of the college and reviews and provides feedback about the annual planning process and the college budget. This is an opportunity for us to have a conversation to talk about what we are doing and how our college processes are supporting the Standard. We have policies and processes in place to demonstrate that we are doing these things, and that is the goal. This entire report is to show the Accrediting Commission that is what we are doing.

Dr. Sosenko asked if we are doing these things? The planning and Budget Committee serves as the Steering Committee for campuswide Planning and Budgeting. The PBC assures that the planning and budgeting are interlinked, and that the process is driven by the institutional priorities outlined. She said that we should update that to say Compton College 2024 Comprehensive Master Plan and other plans adopted by the district. The PBC ensures that all plans are developed using data from Program Review and are linked to the College's Mission Statement and Strategic Initiatives. Has this committee reviewed plans like that? Dr. Osanyinpeju indicated that we do not look at program reviews, but the program review documents always ask for the connection between the strategic initiatives and all the recommendations.

Dr. Sosenko asked how is this committee engaging with program review data? Dr. Osanyinpeju said what is presented to us are parts of the recommendations from Program Review after everything is rolled up on selections that are made is the final Annual Plan documents of recommendations. Dr. Sosenko commented that Dr. Osanyinpeju was correct. The annual planning process which is based on program review is aligned to their recommendations to the Mission and Strategic Initiatives, outline, their outcomes and rational. The PBC makes recommendations concerning all global college and district planning and budgeting issues. The PBC reports all committee activities to the campus community.

Dr. Sosenko inquired if the PBC has made recommendations in the past and is there a list of the recommendations made by PBC. Dr. Osanyinpeju stated that the committee focused on the assumptions and the budget. Every vote that we take here is regarding budget assumptions and the tentative budget. After the final vote of the budget we always sent a letter of recommendation the President is what the PBC body agreed on or voted on and this is our documentation.

Dr. Sosenko asked if he wanted it to go to the President/CEO, or should it go to the President/CEO and the Academic Senate President, as co-chairs of Consultative Council. We have not been sending this to Academic Senate, but it is her belief that she is not saying to send it to the Senate, I am saying to send it to Consultative Council, because that is the parent body. Dr. Osanyinpeju said if we are looking at our governance structure of this committee, once we send it to the President, the assumption is that the President is going to take it to all the other groups and that is the consensus on campus. He usually puts it in his message, which would be the reporting out for sure.

Ms. Gillis asked Dr. Osanyinpeju if those recommendations are listed on our website or is it only in the minutes? Dr. Osanyinpeju replied only a copy of the minutes. Ms. Gillis inquired if it would be possible for us going forward the next Academic year for better documentation and better evidence. The next time we are doing this, could we start listing those recommendations, or brief memos that you send to the President/CEO? Can we start listing those on our website? Dr. Osanyinpeju responded yes. Dr. Sosenko mentioned to Ms. Gillis that she had mentioned that at the Planning Institute, the committee reflection and mentioned that is another place where we are supposed to document the recommendations. Ms. Gillis commented we circle back around to that and think about better ways for us to communicate to the public on what is happening on this committee. One of the ways for us to do that is to show the results of our committees and not just by the minutes. Also, by making public and clearer documentation about the recommendations.

Dr. Osanyinpeju stated that he was unaware of how the committee sites are set up, but that is something that we could do. Ms. Gillis commented that would be great, then we could start housing all of our copies of our committee Self Evaluations there as well. Also, long term planning because we are the Planning and Budgeting Committee. So, if we think about institutional, goals for the college, the more public and forward-facing information we have about what we are doing under the committees the better.

Dr. Osanyinpeju stated that we expect members from here to go to their constituencies and mention what is being done here. How well representatives from here agree, that is another issue. Who are those constituency groups, for example, if we have anyone on Academic Senate, we expect people to go back and say something to the Senate? When we do planning, faculty members are expected to go back to their divisions and mention what we are doing because in our area, we have committee reports. People come back to the Division meetings, and they mention this is from my committee. We attended or we had the solutions, and this decision was made, or this is the current thing that we are discussing. We expect people here to also go back to Division meetings or to other committees on campus to share. We have not been monitoring that, and he could not specifically say how much we are doing what we are doing and believing that people are doing that. How many members want to say something? If you have been doing it at your own meetings and/or committees.

Ms. Gillis indicated that she would be transparent and said that she had not been doing that at her division meetings. She mentioned that she shares a division meeting with Mr. Bernaudo but perhaps we could be more intentional about including copies of our minutes, or even agendas, from this committee and our division agendas, but also to have those recommendations, and we can point our colleagues in the direction of our website that has all the up-to-date information with a series of recommendations. She thinks that would be helpful as well. Mr. Bernaudo mentioned that he does share with the faculty, the entire faculty the agendas and notifications at union meetings, because the Planning Budget Committee has to do with money and that is important. Ms. Gillis requested that the two of them present a five-minute presentation next month to tell people what has been happening.

Mr. Bernaudo mentioned that he could share the following questions for example, and asked Dr. Nasser what is the current budget of one year faculty salaries and if we were to raise that by 20%, how much would that be? How would that affect the overall budget? Dr. Osanyinpeju commented that it would be helpful to share something like the budget assumptions. It would give so much insight into what is going on if we are able to share with the Union. He mentioned that most faculty meetings from his area are always loaded with many presentations. But, if you take a couple of needs to mention or share with our colleagues, that would be quite helpful.

Mr. Bernaudo commented that the programs are being funded and unless there is any downsizing or anything we have been growing, we have not been adding faculty or staff except filling positions when they go vacant.

Dr. Sosenko mentioned to Mr. Bernaudo that his perspective was interesting. She agrees with his perspective because she knows that we have hired faculty for the last several years. Next year we have two positions scheduled. It is medical terminology and soccer coach. However, last year we hired 8 to 10 faculty members. In addition to that, we have been trying to plan around Completion by Design. Our enrollment has been in decline, although most recently it has been ticking up, which is a very positive result. We have been trying to faithfully adopt Guided Pathways and building with student completion in mind, working towards ensuring that students complete their educational goal.

Dr. Nasser shared the budget assumptions for 2022-2023 fiscal year and highlighted the full-time faculty positions that were slated to be added for that fiscal year. Dr. Sosenko mentioned that we have had several new buildings going up which has been a huge investment in our facilities, but we also had in our planning process \$100,000 in the budget each year to support investments from across the campus. Last year, we were able to fund over \$2 million dollars of recommendations through the Annual Planning Process.

Abdul Nasser indicated that there were 7 positions for the current fiscal year, 2023. Mr. Bernaudo noted that there have been defections in the English department in the past, and it is largely due to the very low pay scale that we offer. If we want to fill these positions, track talent, and keep talent we have to invest in that. It is high time to raise that scale because it is comparatively one of the lowest in the State. We need to advocate for a higher pay scale. It is a really good investment that would help with fulfilling on our mission.

Dr. Osanyinpeju asked Mr. Bernaudo if he was on the Federations Executive? Mr. Bernaudo replied “no.” Dr. Osanyinpeju stated that should be an issue with the Union. Mr. Bernaudo indicated that there is a problem with getting positions filled, attracting talent, and keeping talent. If the budget allows for a higher pay scale to do that, then that is something he would recommend. Dr. Osanyinpeju stated that this is a Human Resources issue. We do not want to duplicate that discussion. The district already has a committee selected for negotiations.

Dr. Nasser echoed Dr. Osanyinpeju and stated that discussions are currently ongoing. The district and the Union membership, and Ms. Morales is in that group. Ms. Morales will bring those views to the table, they will be discussed, and as a result of those discussions a new salary schedule will be produced.

Ms. Morales felt that it is a good idea to take a vote. Unfortunately, at this point we are still trying to get past the ground rules. Today is our third meeting on the same topic of ground rules. We have not gotten to the topic of compensation, but that does not mean that the Planning and Budget Committee cannot move forward with their recommendation, and she agreed with Mr. Bernardo. She stated that Dr. Osanyinpeju said we should take a vote as committee members of PBC.

Dr. Osanyinpeju mentioned that he was unaware we have a negotiation team that already started meeting. If they are already meeting do we still need to take a vote. He did not feel it was necessary. Ms. Morales indicated that we are not at that point yet, as far as the article regarding compensation. We are still on ground rules. As a committee, we can still move forward with the recommendation and have that recommendation on file.

Dr. Osanyinpeju stated that this item of discussion is tabled until the next meeting.

#### IV. 2023-2024 Compton College Goals

##### **1. Implement the Completion by Design framework to ensure all students complete more quickly with fewer units, transfer, or are employed in their field of study<sup>[1]</sup>**

- a. Partner with Achieving the Dream, Inc. to support improved teaching and learning through professional development and improved data use, including disaggregated data used to inform equity-minded practices campuswide.
- b. Increase capacity and skill level among all faculty for online/remote instruction strengthen and evaluate the Distance Education program at Compton College. Dr. Sosenko indicated that currently use @One; this service is not being renewed. What else do we need to support faculty?
- c. Enhance online student support services for Compton College students.
- d. Monitor 504/508 concerns and implement Universal Design across all institutional services campuswide.
- e. Support the AB-705 and AB-1705 Seymour-Campbell Student Success Act of 2012: matriculation: assessment at Compton College. Continue innovation in supporting student success in English and math while evaluating and refining current programs.
- f. Implement and evaluate Guided Pathways.
- g. Coordinate and evaluate student success activities as they relate to the Student-Centered Funding Formula.
- h. Sustain basic needs resources (e.g., housing, food, mental health, technology, and transportation) for Compton College students through the Support Network.
- i. Implement a ~~Cooperative~~ Work Experience Plan for Compton College.
- j. Support eLumen as the learning outcome and planning repository for the college. Disaggregate learning outcomes. It is aggregate learning outcomes. We finally are doing this across the campus, which is really exciting.

Dr. Sosenko asked if anyone has any suggestions for this first goal, which is like one of our major goals around student achievement and success for the campus for the next year.

Ms. Gillis stated that for letter “i” Cooperative Work Experience, it is now Work Experience. There are a few changes we are still waiting for Title 5 to be chaptered. We just updated our

Program Review Handbook with the Chancellor's Office. We are still waiting for Title 5 changes to be chaptered, but it is now Work Experience. Then we might also want to revisit letter "b". We are going to need to increase capacity and skill among faculty for online and instruction. Currently, we use a lot for our faculty to be able to teach online.

Ms. Gillis commented that some folks may know when I told Brad Conn and Dr. Matthews when I found out in November, but 1b is sunset. Their funding has not been renewed with Foothill-De Anza Community College District up North, so there will be a few courses available through the summer, but the funding is over. So, we may have to partner with another group. We are still waiting to hear what the Chancellor's Office is going to provide in terms of Distance Education and Professional Development. But right now, the committee that I serve on for Education and Educational Technology, there is a push from the Chancellor's Office to add stuff regardless of modality. What that means for online instruction support statewide is going to vary. So, just as we start to develop some of the subsets, we might be forced to develop more of a Professional Development and Training Program because that is something to keep in mind.

**2. Grow enrollment to 3,750 Full-Time Equivalent Students (FTES) for the 2023-2024 year.**

- a. Grow enrollment through the implementation of the Compton College 2024 Enrollment Management Plan.
- b. Implement the 2023-2024 Outreach and Recruitment Plan.
- c. Implement the Adult Strategic Enrollment Plan that is aligned with the Compton College 2024 Enrollment Management Plan and the 2023-2024 Outreach and Recruitment Plan.
- d. Offer 1,359 course sections during the 2023-2024 year, with a 65% fill rate of all sections offered.

Ms. Gillis asked how close are we right now to a 65% fill rate? Do you know? Dr. Sosenko stated that she does not know that off the top of her head. She has only seen the last report from Nelson.

**3. Complete all Compton College Accreditation efforts.**

- a. Implement the Institutional Self-Evaluation Report (ISER) timeline and complete the ISER draft for vetting by all constituent bodies to ensure on-time submittal to ACCJC by August 1, 2023.
- b. Respond to evidence requests from the visiting team and prepare for the core inquiries and on-site visit in March 2024.
- c. Create an intentional link between institutional standing committees and the accreditation standards.

**4. Continue to improve facilities to support student learning and success.**

- a. Prioritize scheduled maintenance/site improvements for Compton College to ensure the health and safety of students and employees.
- b. Monitor the planning for the Vocational Technology Building Renovation, the Math/Science Building Renovation, and the new Performing Arts Complex.
- c. Begin construction on the new Physical Education Complex.
- d. Finalize student residential housing plan for the Compton College campus.
- e. Establish a published daily cleaning schedule.

Ms. Johnson wanted to know what does establish a daily cleaning schedule. What does that mean? Dr. Sosenko indicated that we always hear that they are short staffed all the time. Maybe, it is to

understand when things are going to be cleaned. If there is a shortage, when would we find that out?

**5. Continue to develop and enhance partnerships with schools, colleges, universities, businesses, and community-based organizations to respond to the educational, workforce training, and economic development need.**

- a. Establish partnerships with businesses and community partners to support Compton College program development in high-demand areas.
- b. Continue to implement the College Futures Foundation funding that supports guided pathways, dual enrollment, opt-out scheduling, block scheduling, and aligned associate degree for transfer pathways at Compton College.
- c. Have a fully operational Foundation for the Compton Community College District that meets the needs of Compton College and Compton College students.
- d. Increase participation among the College Promise programs with Lynwood, Paramount, and Compton unified school districts.
- e. Increase faculty voice in communication with dual enrollment partners, including faculty-to-faculty and counselor-to-counselor dialogues.
- f. Implement the California Volunteer Grant with the Californians for All College Corps Program
- g. Establish and/or enhance partnerships with four-year colleges/universities, including University of California, California State Universities, historically black colleges, and universities (HBCUs), Hispanic-serving institutions (HSIs), and private colleges/universities.
- h. Establish the Community College Center for Educational Justice and Transformation.
- i. Maintain active participation in the California Virtual Campus Online Education Initiative (CVC-OEI).
- j. Establish a partnership with the Accessibility Center for the California Community colleges.

Ms. Gillis commented that the same thing with the CVC and that folks are being impacted. Most of them received March 15<sup>th</sup> notices. She did not know if people were aware of that, but she would recommend that since we have 504 and 508, as one of our goals, or a subset of our goals from number one. We might want to include the Accessibility Center with the Chancellor's Office.

Ms. Johnson inquired to know how is CVC doing? Do we know? For instance, if classes are closed, do we have something that is available? Do we offer the students an opportunity for another option or have them go to another campus? Ms. Gillis indicated that Compton College is listed as a teaching college on the CVC OEI Advisory Committee. She commented that she could not honestly answer that. We will have to ask Dr. Mathews. The process is intense, and we have to go through the process, and CVC-OEI rubric to be able to join the network. She knows we have a handful of students that are currently taking classes through the CVC-OEI. However, she feels a lot of people realize that the real goal of those classes is California Virtual College. They usually help students find classes on their own campuses, and there is always this idea that we are going to go get a bunch of FTES from somewhere else. The reality is that the majority of the students that they help find classes locally at their own campuses. To fill in those gaps that exist for whatever reason. The only college I would say that is actively taking students from the rest of the system would probably be Orange Coast College because they have got a least 70 classes on the Exchange.

**6. Create a stronger sense of connection among employees, students, college, and the community.**

- a. Enhance stakeholder engagement in decision-making; review/revise the Collaborative Governance Handbook at Compton College.
- b. Implement and evaluate Diversity, Equity, Inclusion, and Accessibility (DEIA) activities, including the Compton College Response to the Chancellor's Call to Action.
- c. Support and champion equity-minded practices designed to engage traditionally marginalized groups, including but not limited to, men of color, LGBTQ+, persons with disabilities, and foster youth.
- d. Increase student engagement in campus events and programs among all students.
- e. Continue to enhance communication with students, employees, and the community in alignment with the Achieving the Dream, Inc. partnership.
- f. Focus Professional Development Days on activities designed to increase community engagement and camaraderie, inclusive of staff, faculty, and administration
- g. Conduct annual needs assessment about faculty and staff professional development, including technology needs.
- h. Continue to develop and be responsive to the Compton College employees' professional development needs in alignment with the Achieving the Dream, Inc. partnership.

**7. No audit findings.**

- a. Create and implement an action plan to improve fiscal business processes that reduce audit findings.
- b. Complete the annual audit in a timely manner.

**8. ~~Implement recommendations from the Fiscal Crisis and Management Assistance Team (FCMAT) 2022 Report.~~**

- a. ~~Implement action plan activities to ensure the fiscal health of the institution.~~

Dr. Sosenko stated that the 2023-2024 will not be finalized until the Board sees them, in June. However, the goals might go for first read in May. So, time is of the essence to finalize these.

Ms. Gillis mentioned that she had a selfish question as an English faculty member and wanted to know if there would be any conversations outside of this to talk about new ideas for teaching and learning in English and math? Dr. Sosenko indicated that she would need to connect Vice President Berger and ask her.

Dr. Osanyinpeju commented that it is 2:00 p.m. already and would like to thank Dr. Sosenko for her last presentation. He was not sure if everyone knew that this is her last presentation to this committee. He thanked Dr. Sosenko for being such a resourceful, a great help, a good assistance, and for all that you have been able to do for the Planning and Budget Committee. We wish you all the best in your next endeavor. We hope that everything works out great. He asked that Dr. Sosenko keeps praying for us.

Dr. Sosenko said thank you to Dr. Osanyinpeju and it has been an honor to serve Compton College.

Dr. Villalobos inquired where she was going? Dr. Sosenko responded that she was going to be the Dean of Institutional Effectiveness at Golden West College. Ms. Johnson told Dr. Sosenko that she will be missed.



Dr. Osanyinpeju confirmed that we did not have to vote on the goals. Dr. Sosenko replied “no” that it had to go to Consultative Council. Dr. Osanyinpeju stated that he will make a note of it.

V. Future Agenda Item

- Committee Self Evaluation
- Faculty Negotiations

VI. Adjournment

The meeting adjourned at 1:56 p.m.