## PLANNING, RESOURCE AND BUDGET COMMITTEE

**Minutes**  
**February 22, 2013**  
12:30 PM – 2:30 PM  
**PLS-299**

### Attendance

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<tr>
<th>√</th>
<th>Gary Au</th>
<th>Mildred Garcia</th>
<th>Andrea Patterson</th>
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<tr>
<td>√</td>
<td>Ann Camp representing President Mildred Garcia</td>
<td>Stephen Garcia</td>
<td>Greg Saks</td>
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<td>√</td>
<td>John Carroll</td>
<td>Christa Johnson</td>
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<td>√</td>
<td>José Cruz</td>
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<td>Lisa Kirtman</td>
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<td>√</td>
<td>Amir Dabirian</td>
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<td>Kari Knutson Miller</td>
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<td>√</td>
<td>Paul Deland</td>
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<td>Amy Mattern</td>
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<td>√</td>
<td>Mike DeMars</td>
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<td>Robert Mead</td>
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<td>√</td>
<td>Berenecea Johnson Eanes</td>
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<td>Bill Meyer</td>
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Guests: Alcantara (for Eanes), Fontaine, Hidalgo (for Dabirian), Jenkins, Kopecky (for Cruz), Unterman, Wong

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### I. Call to Order
- Chair Mead called the meeting to order at 12:34 pm.

### II. Introductions
- Welcome back, Amy Mattern!

### III. Announcements
- Program reviews for minors in Chinese and Vietnamese information not yet received so review has been deferred to future meeting
- Strategic Planning Town Hall meeting scheduled for March 7 and March 8

### IV. Approval of Minutes

3.1 #7 PRBC Minutes, February 1, 2013 (Draft)
- M/S/P Deland, Carroll

### V. Old Business
- None

### VI. New Business

5.1 Setting Agenda for Spring 2013
- Review of our reviews/streamlining their procedures for new stuff.
b. Turning a plan into recommendations:

Possible discussion avenues

1. How much money will there be?
2. Priorities/mandates/structural budget issues
3. Minimize silos
4. Spring presentations or presentations
5. Making recommendations

- Chair Mead discussed PRBC review of major, minor, and certificate programs referencing documents: UPS 410.103-Curriculum Guidelines and Procedures: New Programs and Program Approval Matrix (see February 15 email attachments)
  - Committee suggestions include:
    o Add Cover Memo to the program review package to determine further action
    o Revise the form - Projected Operational Budget PRBC Review (Section B) to add estimated Student Affairs expenses, as appropriate
  - Department Chairs monitor FTES impact, not priority at this time

- Chair Mead briefly reviewed the revised Strategic Plan Goals and Objectives document (sent via email on Thursday, February 21, 2013)
  o Strategic Planning Committee currently working on strategies
  o Announce Strategic Plan to the campus community in April 2013

- Chair Mead requested feedback on Spring 2013 division presentation and the annual PRBC recommendation memo sent to the President in May of each year
  o Comments centered around the budget and the Strategic Plan goals and objectives
  o Chair Mead to explore possibility of division heads presenting a joint presentation in lieu of individual division presentations

- Due to scheduling conflict, March 1st PRBC meeting will be chaired by Deland

VII. Adjournment

- M/S/P Deland, Carroll at 1:40 pm.

UPCOMING MEETINGS:
12:30 – 2:30 PM, PLS-299

<table>
<thead>
<tr>
<th>March 1, 2013</th>
<th>March 15, 2013</th>
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<td>- Program reviews for minors in Chinese and Vietnamese (tentative)</td>
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Respectfully submitted: May Wong