



Integrated Budget Planning Council

Meeting Notes

December 10, 2024, 3:00 pm – 4:30 pm (virtual)

Reference [Meeting Agenda](#)

Council Member Attendance

Voting Members present:

Kurt Simonds (co-chair), Dina Farrell (co-chair), Daniel Anderson, Peter Goss, Jeff Grider, Alyson Kraus, Marin LaFleur, Vicky López Sánchez, Caitlin Recor, Karen Sanders

Voting Members absent:

Ryan Allan, Ben Cushing, Frank Goulard, Julie Hasslock, Josh Hutchinson, Tony O'Bradovich

Ex Officio (Non-voting) Members present:

Berto Cerillo, Sarah Rose Evans, Brandon Gatke, Christine Kline, Mike Matthews, Josh Peters-McBride, Rebecca Ocken, Brad Ortman, Kelly Schwartz, Dieterich Steinmetz

Ex Officio Members absent:

Khylie Gardner, Laura Massey, Corey Sippel

Support: Genevieve Hammond, Marilyn Darrell

Opening/Announcements

- Welcome to everyone. During these IBPC meetings, Council member Zoom permissions allow for interaction with each other while non-Council members/all other attendees are welcome to observe and post questions they may have through the Q&A function. We will be monitoring the Q&A and responding at the end, after the meeting, or as time allows.
- We have 16 voting members and 12 non-voting members on the council.
- The meeting was called to order by Kurt Simonds.
- Roll call for attendance (see above Council member attendance section; 10 voting members present and 10 non-voting members present)
- A quorum was established (9 voting members).

Agenda and Discussion Items

Approval of Meeting Minutes and Process Discussion

- Review and approval of the minutes from the [September 13](#) and [October 22](#) meetings. A motion was made to approve the minutes and was seconded. Roll call vote.

8 in favor / 2 abstentions. Motion carries.

- The co-chairs proposed a “Working Agreement and Voting Process” as listed in the [October 22 meeting agenda](#) (copied here):
 1. *As stated in the IBPC Charter, IBPC’s role is advisory.*
 2. *As stated in the Fiscal Sustainability Action Plan, IBPC’s role is to assess and monitor the Fiscal Sustainability Action Plan.*
 3. *The goal of the IBPC is to keep people up to date and to make the information accessible and engaging. The IBPC is a forum for discussion, deliberation, and recommendations.*
 4. *The IBPC meetings will be a time to ask questions and to work through assumptions, data, and scenarios.*
 5. *Provide the IBPC members with information ahead of meetings so they can come prepared to give informed feedback, ask questions, and find consensus on recommendations, if possible.*
 6. *The IBPC has an essential role in disseminating information to the PCC community. The IBPC co-chairs are responsible for all official communication to the Cabinet, Board, and the larger PCC community.*
 7. *Voting on recommendations can be by consensus (all voting members present), by supermajority (60-75% of voting members present), or simple majority (majority of voting members present). Voting will be anonymous, but vote totals will be recorded. A quorum for voting purposes will be a majority of voting members or 9 participants.*

A motion was made to approve the Working Agreement and Voting Process and was seconded—roll call vote.

9 in favor. 1 abstention. Motion carries.

- Dina Farrell reviewed the [Touchstones for Collaborative Alignment Group Agreements and Guiding Principles](#) (also linked in the meeting agenda) as initially shared by the President at In Service in Fall 2024 and used throughout this Fall’s Deep Dive conversations that will also be used as a guiding document in the work of the IBPC.

Strategic Planning Process Update

- In addition to the budget process, as an Integrated Budget and Planning Council, the IBPC should maintain a focus on PCC’s strategic priorities to address student needs and the student experience, which are of course central to our budget and planning process. Toward that, Kurt Simonds presented a review of the [Strategic Plan Goal Proposals](#) and shared Preliminary Survey Results from the strategic planning survey that went out in November to the PCC community. Data is still being analyzed but there were over 1,300 participants (370 faculty and staff and 960 students responding).

- The preliminary survey results indicate a strong focus on student-centered goals, such as:
 - new student onboarding
 - strategic course scheduling
 - increasing student scholarships
- The President's Cabinet will be looking at the complete results as soon as they are available and putting forward their recommendation on strategic goals. Time for comments and questions was made available.

Fiscal Sustainability Framework and Action Plan Overview

- Dina Farrell reviewed the [Fiscal Sustainability Framework and Action Plan](#) and associated [FAQs](#).
- The discussion highlighted a graph in the Fiscal Sustainability Framework and Action Plan showing the current state of revenue and expenses with a projected ending fund balance and potential savings needed. *A clarification was made to the slides that reference the "Current State" that it was not a reference to the "state budget" but was instead a reference to the current state (as in "situation").*
- The importance of finding savings in the first biennium, with specific targets for each biennium was emphasized.
- The process involves planning, community engagement, budget reduction plan development, review, and implementation, with a focus on continuous improvement.

Communication and Open Discussion

- A question was raised regarding communication responsibilities and being intentional about keeping people informed and providing additional communication beyond meeting notes.
- Alyson Kraus provided an update on the governor's proposed budget, noting improvements but still a significant gap from the collective ask. More work to be done.
- A question about reallocating funding between campuses was addressed with an explanation of the process of considering student needs and equity.
- Emphasis was reiterated on the importance of keeping students at the center of decision-making and the role of the IBPC in monitoring and providing feedback.

Wrap Up

- The next scheduled meeting is Tuesday, January 28, 2025, 3:00 pm – 4:30 pm

Key Actions or Recommendations:

- Add tuition and fees review and recommendation to the January 28, 2025, IBPC meeting agenda.
- Communicate updates and information from the meeting to the broader college community through the IPBC website, and develop a communication plan for the IBPC.
- IBPC members to continue their review of the [Fiscal Sustainability Framework and Action Plan](#) and the [guiding principles](#).