



Approved

PLANNING AND BUDGETING COUNCIL MEETING MINUTES

Wednesday, November 15, 2023

In-Person and Via Zoom

Regular Meeting: 2:10 – 4:00 p.m.

Members present: David Eck, Maria Huning, Alicia Aguirre, Kassie Alexander, Mayra Arellano, Nick Carr, Rachel Corrales, Karen Engel, Denise Erickson, Katie Hasse, Gina Hooper, Chialin Hsieh, Jacky Ip, Hyla Lacefield, Ray Lapuz, Jose Manzo, Joan Murphy, Ludmilla Prisecar, Sarita Santos, Jeanne Stalker, Julian Taylor.

Members absent: Kim Lopez, John Omar, Manuel Alejandro Pérez, Megan Rodriguez Antone.

Guests and others present: Ron Andrade, Wissem Bennani, Maria Lara Blanco, Jenna French, Jillian Gomez, Sarah Harmon, Max Hartman, Alyssa Lucchini, Melissa Maldonado, Carole Meagher, Anniqa Rana, Mahitha Rao, Kim Saccio, Diana Tedone-Goldstone.

AGENDA ITEM	CONTENT
<p>Welcome, Introductions and Approval of Consent Agenda</p>	<p>The PBC agenda and draft minutes from the November 1 PBC meeting were presented along with the November 8 board-approved staffing update.</p> <p>ACTION: A motion to approve the Consent Agenda was made by Dean Hyla Lacefield and seconded by Maria Huning. Motion passed.</p>
<p>Admissions & Records Assistant III (VA) Vacant Position (Dean Wissem Bennani)</p>	<p>Dean Wissem Bennani is requesting a vacancy replacement for an A&R Assistant III. The position request is very urgent. The A&R Assistant III helps serves students and meets the EMP Goal #1 relating to equity-minded college culture, as well as two additional goals. The assistant helps students with college applications, matriculation and registration and also promotes student access to college and district forms. The A&R Assistant III connects students with departments and resources and collaborates with the Veterans' Opportunity and Resource Center. This person serves as the VA Certifying School Official and helps with all the veteran certification for VA educational benefits.</p> <p><u>Comments:</u></p> <ul style="list-style-type: none"> • Jeanne Stalker attended a Labor Management Council meeting with David Feune and Julie Johnson in Human Resources. Existing CSEA positions do not need approval from the campus. Only new positions require approval. Replacement positions can be immediately posted and substitutes can be appointed while the recruiting process is going on. • Maria Lara Blanco said that in addition to being the VA Certifying Official, the A&R Assistant III serves as the second evening person in the department. There are normally two evening team members and this is the second person. <p>ACTION: Rachel Corrales made a motion to recommend to the President that the College fill the vacant A&R Assistant III position immediately and it was seconded by Karen Engel. Motion Passed.</p>
<p>Regular Meeting Adjournment</p>	<p>The regular PBC Meeting concluded at 2:21 p.m.</p>

The balance of this meeting was dedicated to hearing presentations related to requests for new positions. For more information and to view recordings of these presentation, please visit the PBC website at:

<https://canadacollege.edu/planningbudgetingcouncil/staffing.php>

Next Meeting	The next meeting will be held on December 6, 2023.
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