

PRAC Minutes
September 9th, 2024
In Person and Via Zoom

Present: Maria Coulson, Dana Emerson, Eresa Puch, Lauren Servais, Monica Applegate, Alexander Jones, Lisa Morse, Colleen Mihal, Tony Clark, Katy Bauer

- **Welcome and introductions**
- **Review PRAC [charge](#)**
 - Ensures that the College’s planning process supports student success.
 - Aligns College plans and the budget process with Board goals and priorities.
 - Ensures that the planning process is broad-based, offers opportunities for input by appropriate constituencies, allocates necessary resources, and leads to improvement of institutional effectiveness.
 - Prepares planning recommendations and decisions consistent with the Education Code, the mission, vision and values of the College, accreditation standards, and strategic institutional planning priorities.
 - Reviews and makes recommendations for long-term budget planning, revenue and expense assumptions, the tentative budget, and resource allocations, including from supplementary sources.
 - Reviews and makes recommendations for adjustments between approved funding and actual expenditures.
- **Review PRAC calendar**
 - The next meeting will be on October 14th.
- **Presidents [memo](#) regarding the recommendations from Spring ‘24**
 - Prior to October 14th, a packet will be sent out with homework for the committee. It will include the President’s Spring ‘24 memo, as well as information on the Environmental Action Committee and it’s relation to the FPC/FSPC, and draft template for Powerpoint presentations to PRAC.
- **Off-cycle requests/presentations**
 - No off-cycle requests are anticipated.
- **Inventory of empty seats and pending appointments**
 - Seven faculty are needed. Maria will reach out to faculty to try to fill empty seats.

- Three classified professionals are needed, and currently only one is confirmed. Maria will reach out to Classified Senate President to determine if there are others that can participate.
- Maria will reach out to ASCOM for a student.
- **Miscellaneous**
 - PRAC charge to be added to the agenda, and minutes review, topics for next meeting and next meeting dates should be standing items on the agenda.
 - Links should be included in the agenda for any items needing a review by the committee, and the Zoom link should be added to the agenda.
 - The committee discussed reviewing a template that will include a Powerpoint and guidance for the department presentations, program review from last year and previously funded or unfunded items update.
 - The committee agreed that presentation scheduling should be more equitable in relation to how many programs are being represented by the Dean or Director.