

PRAC Charge

The Planning and Resource Allocation Committee provides oversight and makes recommendations for institutional planning and resource allocation, linking program reviews and strategic planning to the resources needed to accomplish College goals and ensuring antiracist practices, equity, and access are embedded in all recommendations. PRAC embraces its responsibility to dismantle systems and ideologies that perpetuate inequities and white supremacy, replacing them with intentionally anti-racist policies and plans designed to eliminate equity gaps. The committee reviews all plans and recommendations made by participatory governance committees and ensures their compliance with Board policy and planning priorities.

For the purposes of our work, the following definition of **Anti-Racist** is applied: Any policy, idea, or funding decision that produces or sustains racial equity in educational outcomes by intentionally dismantling systems and ideologies rooted in white supremacy. Anti-racism recognizes not all existing policies, ideas, or decisions are intentionally designed as racist, but may produce racial disparities in educational outcomes for historically marginalized groups nonetheless.

While broad, this definition offers a measurable metric to assess programs and make data-informed decisions along the path to equity.

Charge

- Ensures that the College's planning process supports student success.
- Aligns College plans and the budget process with Board goals and priorities, as they relate to the Educational Master Plan.
- 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.

Responsibilities

Review and recommend new or revised Board Policies and Administrative Procedures related to institutional planning and resource allocation.

Planning:

The Planning and Resource Allocation Committee (PRAC):

- provides oversight for the development of the Strategic Plan including strategic objectives and action steps for each College priority;
- reviews all College plans and other related or pertinent documents and forwards recommended changes to the Superintendent/President;

- establishes appropriate timelines and processes, assessing success after the plans are implemented and reporting the activities and results;
- provides oversight of the sub-committees and ad hoc committees of the Planning and Resource Allocation Committee;
- forwards committee reports and resolutions to the College Superintendent/President as recommendations and to College Council as information items.; and
- review and recommend new or revised planning and resource-related Board Policies and Administrative Procedures.

Resource Allocation:

The Planning and Resource Allocation Committee (PRAC):

- Reviews and updates the process for the development of the tentative College budget and revenue and expense assumptions
 - Ensures compliance with the COM Resource Allocation/Strategic Planning model
 - Establishes annual committee goals by the 3rd meeting of the academic year
 - Completes an annual self-evaluation as a committee by the end of the academic year
- Reviews prior year budgets and develops budget assumptions that forecast the available resources for the coming fiscal year
 - Becomes knowledgeable about the College budget including all appropriate funds and accounts
 - Documents and communicates the budget process and yearly timeline to all campus constituency groups
- Uses documented assessment results to set funding priorities and recommend program improvements relating to all assets of the College: fiscal resources, facilities, equipment, and personnel
 - Ensures allocation recommendations are supported by instructional, student services, and administrative program review
 - Reviews requests and prioritizes budget recommendations as they relate to:
 - College Mission
 - Board of Trustees' priorities
 - President's priorities
 - College Strategic Plan
 - Reviews Accreditation Standards to ensure that the budget development process complies with the ACCJC Accreditation Standard III Section D.
 - Communicates information about changes or adjustments to the budget assumptions and expenditure recommendations to all campus constituency groups
- Submits recommendations for the tentative budget and forwards the tentative budget to the Superintendent/President.