



Fullerton College

Planning and Budget Steering Committee Meeting Notes November 19, 2025

Co-Chairs: Henry Hua (Vice President of Administrative Services) and Bridget Kominek (Faculty Senate President)

Members in attendance: Grant Linsell (Manager Representative), Flor Huerta (Manager Representative), Gilberto Valencia (Classified Professional Representative), Ryan Patterson (Classified Professional Representative), Brandon Floerke (Faculty Senate Acting Immediate Past President), Justin Park (Student Representative), Elijah Spessert (Alternate Student Representative)

Resource Members in attendance: Daniel Berumen (Director of the Office of Institutional Effectiveness), Sonia De La Torre (Vice President of Student Services),

Recorder: VACANT (Executive Assistant, VPAS Office)

HOUSEKEEPING

1. Meeting called to order at 2:04pm
2. Agenda approved (motion to approve Grant Linsell, seconded by Gilberto Valencia, approved unanimously)
3. Approval of [notes from November 5, 2025 meeting](#) (Motion to approve Grant Linsell, seconded by Gilberto Valencia, approved unanimously)
4. No public comment
5. Co-chair Reports: Bridget Kominek announced that she would be taking notes

OLD BUSINESS

1. Strategic Action Plans (SAP) resource request evaluation criteria—Committee discussed a draft of evaluation criteria for resource requests associated with SAPs from the instructional program review comprehensive self-studies. Committee members will be asked to review the document and put comments for revision by 11/26/25 and a finalized draft will be presented at the 12/3/25 PBSC meeting for a vote before adoption (Discussion, 30 minutes)

NEW BUSINESS

1. Funding timeline for resource allocations—Committee discussed plans related to student support non-instructional annual updates and instructional comprehensive self-studies resource allocations in Spring and Summer 2026 (Discussion, 15 minutes)
 - a. Notification timeline: PBSC will finalize its recommendations by its second meeting in April. Recommendations will be shared with President's Advisory Council (PAC) and Faculty Senate for review and

- endorsement by their last meeting of the Spring 2026 semester.
- b. Disbursement timeline: For approved resource requests, managers will be notified by June 2026 with budget information to access funds after they are board approved.
 - c. Use of funds: The committee discussed timeline for the use of funds, including when it is appropriate to sweep unused funds. The committee agreed to give feedback on draft award and disbursement emails that Henry Hua will provide.

UPCOMING MEETINGS: 12/3