



# Fullerton College

## *Planning and Budget Steering Committee*

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### *Meeting Notes*

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*December 3, 2025*

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

**Members:** Grant Linsell (Manager Representative), Flor Huerta (Manager 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:** Daniel Berumen (Director of the Office of Institutional Effectiveness), José Ramón Núñez (Vice President of Instruction), Sonia De La Torre (Vice President of Student Services), Mary Bogan (Program Review and Planning Committee Faculty Co-Chair), Anita Carlos (Manger, Campus Accounting)

**Recorder:** Bridget Kominek, co-chair

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### **HOUSEKEEPING**

1. Call to Order by Bridget Kominek at 2:14pm
2. Approval of Agenda (M/S/P Floerke/Patterson to approve the agenda)
3. Approval of [notes from November 19, 2025 PBSC meeting](#) (M/S/P Patterson/Floerke to approve the notes)
4. Public Comment
  - a. Daniel Berumen commented that cost and efficiency should be higher on the draft evaluation criteria for program review resource requests
  - b. Flor Huerta invited committee members to attend the college's Kwanza celebration and asked for volunteers to support Major Discovery Day on 3/10/26
5. Co-chair Reports
  - a. The co-chairs had no additional reports

### **OLD BUSINESS**

1. Plan and timeline for Strategic Action Plans (SAP) resource request evaluation—Committee gave input on plans developed by the PBSC co-chairs and Program Review and Planning Committee (PRPC) co-chairs for Spring 2026 (Discussion, 15 minutes)
  - a. Currently there are roughly 160 SAPs
  - b. The Office of Institutional Effectiveness (OIE) will develop a comprehensive spreadsheet with all resource requests associated with

- SAPs for PBSC to begin evaluation at the start of Spring 2026. That will be shared at the first PBSC meeting in Spring 2026
- c. Henry will work with President's Staff to determine the amount of carryover funds for which PBSC can make recommendations; PBSC will have this information at the start of Spring 2026 in time for the second PBSC meeting so that the committee can have it before evaluating resource requests
  - d. PRPC and PBSC will consider program reviews and resource requests associated with SAPs in a parallel process through Spring 2026 with communication happening between the co-chairs regularly. Bridget will attend the April and May PRPC meetings as a resource member and to bring feedback to PBSC
2. SAP resource request evaluation criteria—Committee continued to develop evaluation criteria for resource requests associated with SAPs from the instructional program review comprehensive self-studies (Action, 30 minutes)
    - a. The committee provided feedback on assumptions and suggested reducing the number of criteria
    - b. PBSC will vote on a finalized draft of the evaluation criteria at the 2/4/26 meeting for use starting at the 2/18/26 meeting

#### **NEW BUSINESS**

1. Award and disbursement email drafts—Committee gave Henry input on draft emails for programs regarding allocation decisions and directions for accessing disbursed funds that will be sent in June 2026 (Discussion, 10 minutes)
2. Memo for program review allocation and statement of funding timeline—Committee gave Henry input on the memo for program review allocation and statement of funding timeline (2 years or 18 months, etc.) as well as criteria needed for spending (Discussion, 10 minutes)