

EL CAMINO COLLEGE
Planning & Budgeting Committee
Minutes
Date: August 7, 2014

MEMBERS PRESENT

Members

- | | |
|--|---|
| <input checked="" type="checkbox"/> Alice Grigsby - Management/Supervisors | <input checked="" type="checkbox"/> Dawn Reid - Student & Community Adv. |
| <input checked="" type="checkbox"/> Ken Key - ECCFT | <input checked="" type="checkbox"/> Cheryl Shenefield - Administrative Services |
| <input type="checkbox"/> Liliana Lopez – ASO | <input type="checkbox"/> Dean Starkey – Campus Police |
| <input checked="" type="checkbox"/> Rory K. Natividad - Chair (non-voting) | <input type="checkbox"/> Gary Turner - ECCE |
| <input type="checkbox"/> Dipte Patel - Academic Affairs | <input checked="" type="checkbox"/> Lance Widman - Academic Senate |

Other Attendees: Members – David Brown, William Garcia, Irene Graff, **Support** – Francisco Arce, Jose Anaya (representing Jeanie Nishime), Babs Atane, Linda Beam, Jo Ann Higdon, Claudia Striepe, Will Warren. **Guest** – K. McLaughlin

The meeting was called to order at 1:04 p.m.

Note: Student Liliana Lopez and John Wagstaff (Support) will no longer be members of the committee.

Approval of July 17, 2014 Minutes

1. On page 2, under Adjournment, number 1, **delete: June 19, change to: August 7.**
2. The minutes were approved with the one clarification.

Budget Update – J. Higdon (powerpoint)

1. The following information was presented on what was received at the state budget workshop.
 - a. It was reported that COLA has settled at 0.85%.
 - b. The TRAN which had been done twice a year will now be cut to only once for this year.
 - c. Statewide growth was noted as 2.5%. The only new funding was the SSSP categorical fund.
 - d. The deficit came in at about 1.07%. This amount will be accrued at the end of the 2014 fiscal year. The impact of this will be a hit of \$300,000 in the unrestricted general fund for 13/14.
 - e. DSPS on a statewide level is being returned to approximately the level it was at in 2008.
 - f. It was also reported there will be no COLA for the categorical funds. J. Ely will be working with each categorical fund to see which will be allowed to carry over into the next year.
 - g. The only true new money is the AB86 money.
 - h. The money for planning purposes will be in the 40 to 50 million dollar range for AB 86. The pot of money overall in the planning will be somewhere between 250 to 750 million.
 - i. It was noted that there will not be any backfill for any of the increased STRS expenses.
 - j. Statewide growth was noted at 2.75%.
 - k. We will be borrowing 291 FTES (estimate) from summer 2014. This will translate to 60 extra sections that can be added to the current year to make up for the borrowing. It was recommended for the next meeting that Dr. Arce's office provide the current the enrollment update.
 - l. Credit was given to School Services of California whose slides were used for the presentation. Some key items on the economic policy were presented with these slides. The job gains include higher level jobs and jobs from all professions.

- m. It was projected that personal income is going to grow at a good percentage rate.
 - n. The California unemployment rate is not as bad as it could be as compared to other states.
 - o. Proposition 98 taxes were noted as temporary. If these taxes are not extended and the economy does not pick up dramatically, education will be hit hard.
2. As a follow up it was reported that for summer enrollment for 2014, 80 sections were added to the schedule in order to erase the 368 FTES deficit from last year and get on top of some of the growth.

Planning Update – I. Graff (handout)

1. Proposed Strategic Plan 2015-2020 was provided for committee review and discussion. Committee was provided second opportunity to review the first two pages. No changes to the mission, vision or values.
2. Institutional Effectiveness Outcomes have been added to the document. This is a federal mandate facilitated by the ACCJC. The mandate states that we have global college measures of student achievement and that the institution is publishing those. The institution is setting ACCJC standards as well as aspirational goals. These measures have been incorporated into the institutions five year strategic plan. We aspire to achieve these aspirational goals by 2020. Annual updates will be provided to the committee on the progress of these standards and goals.
3. Question arose as to how the committee will be gathering the appropriate data on the number of transfers in CTE and STEM. Suggestion was made to include an additional outcome for students in relation to the English completion rate that might be similar to outcome #9 addressing math completion rate. This addition can be made to the outcomes as we move forward. Gathering the data is challenging but various ways of getting the information is in development. Typically we cannot receive this data until the student received their four year degree.
4. Future meeting will provide the final version of the strategic plan.
5. Annual plans have been updated and a year in review document has been provided to the campus. Information from Deans and Directors on goals achieved or funded should be provided to Irene for publication in the annual plan update newsletter.
6. The updated/new board policy on institutional planning will be forthcoming to the committee for review. This document will also be provided to other appropriate committees or areas on campus.

PBC Membership – R. Natividad

1. Annual review and reaffirming of the committee membership. Members were asked to communicate with the chair about any changes to the committee or support group. A new student will be identified by William Garcia.
2. General timeline for the next few meetings was discussed.

Additions for Future Meetings – B. Atane, L. Beam

1. Enrollment Report – Dr. Arce
2. Accreditation Update – Dr. Nishime, Dr. Shankweiler

Negotiations and Hiring– L. Beam

1. Most employee group negotiations have been finalized. The Police Officer Association (POA) is pending. The District will be meeting with the POA soon. The faculty union ratified the tentative agreement and that will be going to the board in August. The classified union ratified and went to the board in July.
2. The timing for the new faculty identification process for hiring is being moved up due to the shortened recruitment period. The district hopes to identify new positions in October for advertising in November. This will provide additional time to complete the hiring in the spring semester and minimize the impact of interviewing in summer.
3. Faculty Obligation Number (FON) should be provided to the district soon. The FON has been under review by the Chancellor's Office. Discussion ensued about meeting the FON or not hiring and letting the number slip. The law states that 75% of the instruction at an institution should be provided by full time faculty. The

calculation used by the Chancellor's Office has been around since the 80's. There are penalties for each full-time faculty member that a district is short. The economic downturn resulted in the Board of Governors recognizing the difficulties districts would have in meeting this number. The FON was held in abeyance by the Board of Governors during that time but districts were still supposed to aspire to meet that number. This year the Board of Governors are now expecting district to meet the number. Six districts have already been assessed penalties by the Board of Governors. The district does have an interest in meeting the FON and replenishing the faculty ranks.

Adjournment – R. Natividad

1. The meeting adjourned at 2:20 p.m. The next meeting will be **August 21, 2014 at 2:00 p.m.**, in Library 202.

RKN/lmo

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