



**PLANNING & BUDGETING COMMITTEE**

**February 1, 2018**

**1:00 -2:30 P.M.**

**Library 201**

Facilitator: Rory K. Natividad

Notes: Linda M. Olsen

**STATEMENT OF PURPOSE**

The Planning and Budgeting Committee serves as the consultation committee for campus-wide planning and budgeting. The PBC assures that planning and budgeting are integrated and evaluated while driven by the mission and strategic initiatives set forth in the Strategic Plan. The PBC makes recommendations to the President on all planning and budgeting issues and reports committee activities to campus constituencies.  
10/5/17

**Strategic Initiative – C – Collaboration**

Advance an effective process of collaboration and collegial consultation conducted with integrity and respect to inform and strengthen decision-making.

**Members**

- |  |   |
|--|---|
| <input type="checkbox"/> Jose Anaya – Community Advancement    | <input type="checkbox"/> Rory K. Natividad - Chair (non-voting) |
| <input type="checkbox"/> Amy Grant - Academic Affair           | <input type="checkbox"/> Alex Ostrega – ASO, Student Rep.       |
| <input type="checkbox"/> Jeff Hinshaw– Administrative Services | <input type="checkbox"/> Jackie Sims - Management/Supervisors   |
| <input type="checkbox"/> Ken Key - ECCFT                       | <input type="checkbox"/> Greg Toya – Student Services           |
| <input type="checkbox"/> Ruben Lopez - Alt. Police             | <input type="checkbox"/> Josh Troesh - Academic Senate          |
| <input type="checkbox"/> David Mussaw – ECCE                   |   |

**Alternate Members / Support**

- |  |  |
|--|--|
| <input type="checkbox"/> Babs Atane – Support                | <input type="checkbox"/> Ross Miyashiro – Support          |
| <input type="checkbox"/> Kristie Daniel-DiGregorio – Support | <input type="checkbox"/> Jean Shankweiler – Support        |
| <input type="checkbox"/> Brian Fahnestock – Support          | <input type="checkbox"/> Luukia Smith – Alt. ECCE          |
| <input type="checkbox"/> Irene Graff – Support               | <input type="checkbox"/> Michael Trevis – Alt. Adm.        |
| <input type="checkbox"/> Jennifer Gutierrez - Alt. ASO       | <input type="checkbox"/> Steve Waterhouse-Alt. Mgmt/Sup    |
| <input type="checkbox"/> Kelsey Iino– Alt. Student Services  | <input type="checkbox"/> Carolee Jessop-Vakil – Alt. ECCFT |
| <input type="checkbox"/> Art Leible – Support                | <input type="checkbox"/> Van Buren, Star – Alt. Comm Adv.  |
| <input type="checkbox"/> TBD - Alt. Police                   | <input type="checkbox"/> Vacant - Alt., Ac. Affairs        |
| <input type="checkbox"/> Jane Miyashiro – Support            | <input type="checkbox"/> Vacant – Alt. Ac. Senate          |

**AGENDA**

- |   |              |           |
|---|--------------|-----------|
| 1. Approval Minutes - January 18, 2018    | R. Natividad | 1:00 P.M. |
| 2. Chancellor’s Office Vision for Success | I. Graff     | 1:10 P.M. |
| 3. Marketing and Communications           | A. O’Brien   | 1:30 P.M. |
| 4. Paperless Meetings                     | I. Graff     | 1:50 P.M. |

**Next meeting –February 15, 2017**

## Committee Funds and Financial Terms Glossary

General Unrestricted	Fund 11
General Restricted	Fund 12
Compton Center Related Activities	Fund 14
Special Programs Compton Center Partnership	Fund 15
STRS/PERS	Fund 16
Student Financial Aid	Fund 74
Workers Comp.	Fund 61
Capital Outlay Projects	Fund 41
General Obligation Bond	Fund 42
Property & Liability Self-Insurance	Fund 62
Dental Self-Insurance	Fund 63
Post-Employment Benefits Irrevocable Trust	Fund 69
Bookstore	Fund 51

WSCH =	Weekly Student Contact Hours
BOGFW =	Board of Governors Fee Waiver
FTES =	Full Time Equivalent Students
FTEF =	Full Time Equivalent Faculty
COLA =	Cost of Living Adjustment
OPEB =	Other Post-Employment Benefits
FON =	Faculty Obligation Number

\* A complete list is available in the annual final budget book.

## **Planning and Budgeting Committee 2017-18 Goals**

1. Develop an action plan utilizing the college wide evaluation of planning and budgeting process. The evaluation was conducted last year.
2. **Chair to provide brief summary of PBC meeting via email to improve communication efforts.**
3. Review and approve the Comprehensive Master Plan to ensure that they are:
  - a. Supportive of the Mission and Strategic Plan,
  - b. Integrated with other college planning and budgeting,
  - c. Implementable, and
  - d. Achievable.
4. **Provide orientation and information to new members and alternates**
5. Seek evidence of constituent group PBC communications in an effort to improve the understanding of committee efforts throughout the campus.

**EL CAMINO COLLEGE**  
**Planning & Budgeting Committee**  
**Minutes**  
**Date: January 18, 2018**

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**MEMBERS PRESENT**

- |  |  |
|--|--|
| <input checked="" type="checkbox"/> Amy Grant – Academic Affairs           | <input checked="" type="checkbox"/> Jeff Hinshaw–Administrative Services |
| <input type="checkbox"/> Ken Key - ECCFT                                   | <input checked="" type="checkbox"/> Jackie Sims -Management/Supervisors  |
| <input checked="" type="checkbox"/> David Mussaw - ECCE                    | <input type="checkbox"/> Dean Starkey – Campus Police                    |
| <input checked="" type="checkbox"/> Rory K. Natividad – Chair (non-voting) | <input checked="" type="checkbox"/> Greg Toya – Student Services         |
| <input checked="" type="checkbox"/> Alex Ostrega – ASO Student Rep.        | <input checked="" type="checkbox"/> Josh Troesh – Academic Senate        |
| <input type="checkbox"/> Jose Anaya – Community Advancement                |  |

**Alternate Members:**

**Support:** B. Fahnestock, A. Leible, J. Miyashiro, R. Miyashiro, J. Shankweiler

**Other Attendees:**

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

**Approval of the December 7, 2017 Minutes**

1. The minutes of December 7 minutes were presented to the committee for approval.
2. The minutes were approved as presented and will be posted on line.

**Enrollment Update**– J. Shankweiler (handouts)

1. The 2015/16 actuals show we reported 19,486 FTES. To achieve this figure the district borrowed 1,446 FTES from summer 2016. Even with borrowing from summer, the fully-funded growth of 19,539 was not reached. For the year 2016/17 the total FTES reported were 17,928 which was significantly less than the previous year. For 2016/17 nothing was borrowed from summer. We went into stabilization for that year and we were funded at the amount of FTES that was reported the prior year. For 2017/18 we are in restoration and are being paid for what we earn. The projected FTES figure for this is 19,215 for the year which means we are playing catch up at this point. More classes were added for the winter which assisted with 1,135 FTES. For spring 2018 we are going off projections which will be revised accordingly to reflect any schedule or enrollment changes. We are currently 100 off from our goal 7,978. It was noted the positive attendance FTES projections for fall 2017 and winter 2018 are incomplete due to outstanding rosters still being collected.
2. It was stated we are basically even with where we were last year. Our goal for spring 2018 is to be one percent higher than we were last spring. In Enrollment Management they are looking at trying to improve the processes we have when it comes to enrollment.
3. It was reported the fully funded cap for El Camino was 19,642.85.

**Governor's Budget Update** – B. Fahnestock (handout/presentation)

1. It was reported there is a large amount of revenue forthcoming in the Governor's budget for next year. Education is being funded in a huge way as compared to other areas of government. It was noted the Rainy-Day fund will be fully funded.
2. Two new items in the budget which is related to us is they are establishing a centralized on-line college and a new funding model. The funding model is still a work in progress at this time. The

governor's proposal is also for a larger cost of living adjustment (COLA) of 2.51%. This COLA has been the largest one in 15 years.

3. It was noted that \$175 million would be needed to keep each district whole from one year to the next. This is why we need to borrow as much enrollment as we can because the enrollment this year will be our hold-harmless base for next year.
4. The new funding formula is titled "New Student-Focused Formula Apportionments." The make-up of the formula is as follows: 50% based on full-time equivalent student enrollment, 25% based on students receiving California College Promise Grants and Pell Grants, and 25% based on short and long-term student success metrics (degrees, certificates, awards, and ADTs).
5. A presentation was given on the economic outlook (Chris Thornberg). It was noted employment was low and that the number of available jobs were high but there are not a lot of people to take these jobs. It was stated there was nothing in the forecast that makes it appear we will be having a recession.

#### **OPEB Summary**– B. Fahnestock

1. An update was given on our last actuarial report and the status of our GASB/OPEB account. Money had been set aside in an irrevocable trust fund to pay for the retiree health benefits. Overtime enough money had been put into this trust fund making it fully funded. The interest of this fund should be enough to cover any payments. It was stated the current cost for the insurance coverage is \$900,000 a year. When the calculation was done last time, it was estimated we would grow this fund in the 5-6% range, but the fund only grew just under around 4%. The difference of this percentage is the problem. It was noted from this point on the college will be more aggressive in how this money is invested. It was reported we are currently underfunded by \$2 million. Two years ago the account had a \$1million surplus.
2. Money will now be put into the trust fund every year and we will have a more aggressive portfolio (more stocks, less bonds). A risk assessment was done two months ago and the result found was we are too conservative in our investments. It was also noted that health costs are astronomical and this is a real expensive benefit which could nearly double for us in 10 years. If anyone has any questions, they were encouraged to contact B. Fahnestock.

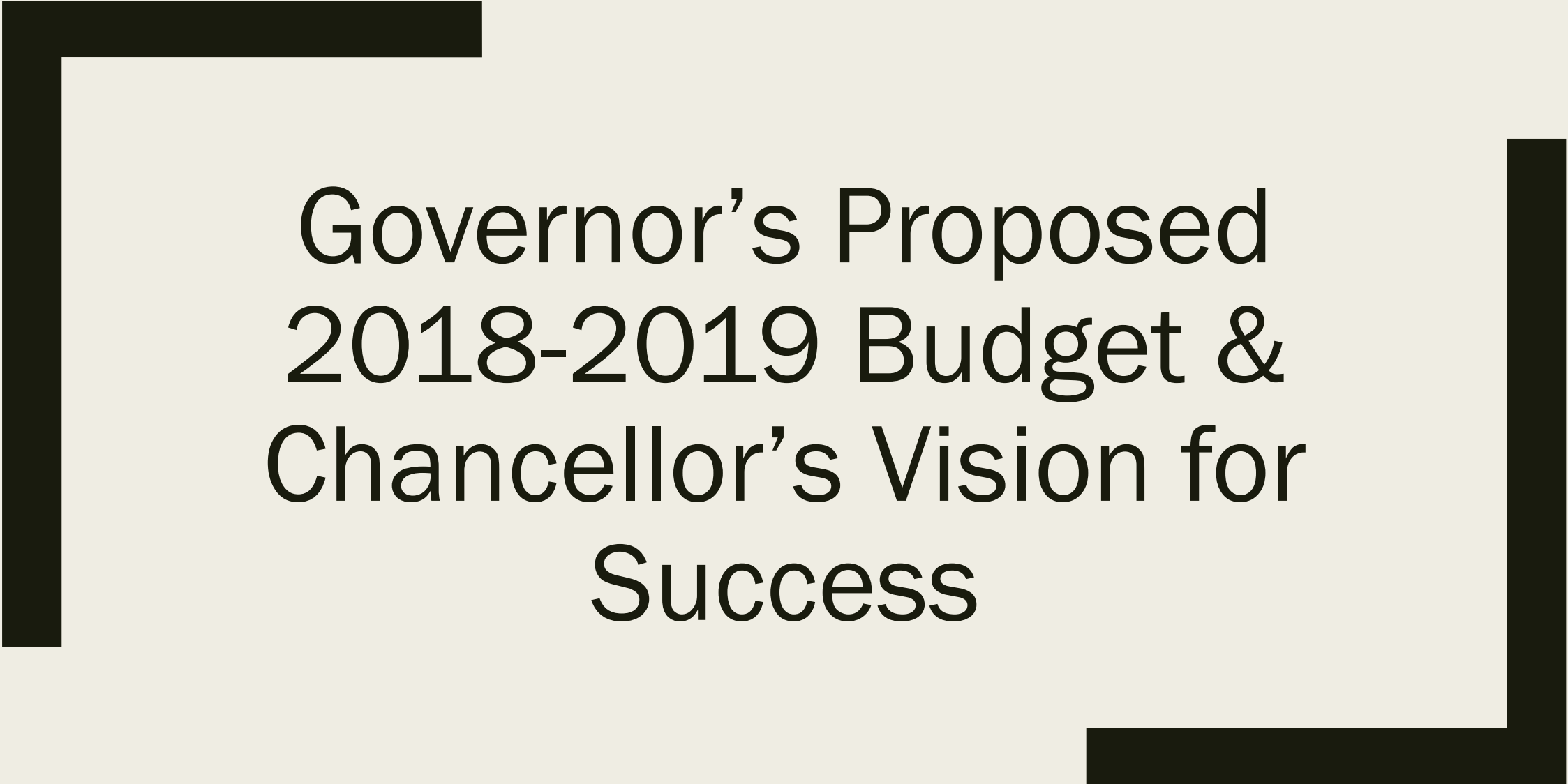
#### **PBC Roles and Responsibilities** – R. Natividad

1. R. Natividad stated he would send out the PBC Roles and Responsibilities to all the committee members on PBC. The committee members were asked to review the roles and responsibilities and be ready to discuss them at the next meeting in February.

#### **Adjournment** – R. Natividad

1. The meeting adjourned at 2:07 p.m. The next meeting will be held on **February 1, 2018** at 1:00 p.m. in Library 202.

RKN/lmo

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# Governor's Proposed 2018-2019 Budget & Chancellor's Vision for Success

Planning & Budgeting Committee, February 1, 2018

# Governor's Proposed Budget & Chancellor's Vision for Success

- Student-Focused Funding Formula:
  - 50% *Base Grant (FTES)*
  - 25% *Supplemental Grant (low income students served—Pell/BOGFW)*
  - 25% *Student Success Initiative Grant*
- ***Student Success Initiative Grant*** provides additional funds for the number of students who meet one of the following metrics:
  - *Number of awards (degrees & certificates)*
  - *Number of students who complete an award in 3 years or less*
  - *Additional funds for Associate Degrees for Transfer*

# Chancellor's Vision for Success (& Goals)

## **In Five Years (2021-22):**

- Increase by 20% the number of students earning an associate degree, credential, certificate, or specific skill set.
- Increase by 35% the number of CCC students transferring to a UC or CSU.
- Decrease the average number of units accumulated by CCC students earning associate degrees.
- Reduce equity gaps across all of the above measures with the goal of cutting achievement gaps by 40%.
  - *Fully closing those achievement gaps within 10 years.*

# Governor's Proposed Budget & Chancellor's Vision for Success

- “Corresponding to the adoption of a new funding formula, the Budget proposes requiring...
  - *Community colleges to incorporate the goals of the Vision for Success within each college's educational master plan (EMP) and,*
  - *Aligning each college's budget with their educational master plan.”\**
- Most *Vision for Success* measures are already incorporated into the Educational Master Plan.

\* [Excerpt from the Governor's Budget Summary 2018-2019—California Community Colleges](#)



CO's Vision for Success measures	ECC's IE Outcomes measures
1. UC/CSU Transfers	Transfer Rate and Transfer Counts
2. Career Education completions	CTE Employment Outcomes
3. Degrees & Certificates (for in-demand jobs)	Degrees & Certificates (w/ disaggregation by program)
4. Reduce Accumulated Units for completers	Reducing Time to Completion is a Guided Pathways measure (not in the EMP but aligned).
5. Reduce Achievement Gaps	All IE Outcomes are disaggregated by target groups. Equity is a theme throughout the EMP and there is a specific strategic action item, "Empowering for Equity" that integrates the SEP into the EMP.

# If the proposal passes, PBC members can...

- Communicate the new funding formula and its implications to stakeholders
- Monitor the implementation and evaluation of the EMP
- Evaluate the annual progress on Vision for Success metrics
- Review strategic action items for relevancy

# QUESTIONS & DISCUSSION

