



**PLANNING & BUDGETING COMMITTEE**  
**March 15, 2018**  
**1:00 -2:30 P.M.**  
**Library 202**

*April 5th  
 1:00 - 2:30 PM*

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**

- Jose Anaya – Community Advancement
- Amy Grant - Academic Affairs
- Jeff Hinshaw - Administrative Services
- Ken Key - ECCFT
- Ruben Lopez – Campus Police
- David Mussaw – ECCE

- Rory K. Natividad - Chair (non-voting)
- Alex Ostrega – ASO, Student Rep.
- Jackie Sims - Management/Supervisors
- Greg Toya – Student Services
- Josh Troesh - Academic Senate

**Alternate Members / Support**

- Babs Atane – Support
- Kristie Daniel-DiGregorio – Support
- Brian Fahnestock – Support
- Irene Graff – Support
- Jennifer Gutierrez - Alt. ASO
- Kelsey Iino– Alt. Student Services
- Art Leible – Support
- TBD - Alt. Police
- Jane Miyashiro – Support

- Ross Miyashiro – Support
- Jean Shankweiler – Support *(Lenny)*
- Luukia Smith – Alt. ECCE
- Michael Trevis – Alt. Adm.
- Steve Waterhouse-Alt. Mgmt/Sup
- Carolee Jessop-Vakil – Alt. ECCFT
- Van Buren, Star – Alt. Comm Adv.
- Vacant - Alt., Ac. Affairs
- Vacant – Alt. Ac. Senate

*David D. / Ann. O'Brien / Gary Rosenthal / B. Atane  
 Cori Urquiza*

**AGENDA**

- |                                    |                            |           |
|------------------------------------|----------------------------|-----------|
| 1. Approval Minutes- March 1, 2018 | R. Natividad               | 1:00 P.M. |
| 2. Funding Formula                 | B. Fahnestock / D. Maloney | 1:10 P.M. |
| 3. Informational Items Update      | R. Natividad               | 1:40 P.M. |

*# 1159n -  
 LAD report - 115 copy*

*D. Maloney R. Natividad*

*\* League website*

*"new/old fees"  
 46m*

Next meeting –April 5, 2017

*20r*

*July 5th*

## 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: March 1, 2018**

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**MEMBERS PRESENT**

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

**Alternate Members:** K. Iino, J. Gutierrez

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

**Other Attendees:** A. O'Brien, A. Sala

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The meeting was called to order at 1:06 p.m.

**Approval of the February 15, 2018 Minutes**

1. The minutes of February 15 were presented to the committee for approval.
2. The minutes were approved and will be posted on line.

**Foundation Report** – A. Sala

1. A brief overview was presented on the Foundation's 2016/2017 year. Some of the highlights of the year were reported as follows:
  - The Foundation has awarded 541 scholarships through the Scholarship Program totaling \$600,000 as well as awarding \$150,000 in external scholarships.
  - Over \$1.3 million has been distributed to campus programs.
  - Managed over 75 division accounts.
  - Controlled 103 annual scholarship accounts.
  - Invested and administered 45 endowed scholarship funds.
  - Provided emergency book and tuition funding to students.
  - Worked with local businesses, alumni and individuals to support our students.
2. The total fundraising for the year ending June 30, 2017 was reported as \$1,315,890. The Gift-in-Kind donations (tangible goods and services) totaled \$90,629. These included donations of video production services, an insect collection, books, machinery, supplies and a vehicle for the Automotive Technology programs all totaling \$1,298,555. The total operational expense for the fiscal year 2016/2017 was \$404,972, which was 90% of the Foundation's budgeted operational expenses.
3. The financial overview for the fiscal year 2017/2018 was presented. Year-to-date fundraising is listed at \$1.3 million versus \$742,000 at this time last year. Net assets are currently at \$14 million, an increase from \$12 million last year at this time. It was noted we received a couple of large estate gifts which assisted in contributing to this endeavor.
4. There are a couple of ways unrestricted funds are obtained for the Foundation: 1) The President's Circle – Individuals who donate an unrestricted gift of \$1,000 or more, 2) Community Partners –

Businesses who donate an unrestricted gift of \$2,500 or more. Community Partners receive recognition at Foundation events, in the newspaper, emails and the ECCF newsletter. The Foundation also does direct mail. This process is the most profitable way to reach constituents including alumni, retired faculty/staff, and community supporters. The mailings are sent to about 5,000 constituents in the fall and spring with a newsletter and direct appeal included.

5. The Foundation's restricted funds include the following fundraising programs:
  - The Scholarship Program – This is the most popular form of donation to the ECC Foundation. To date, 14 new scholarships have been created this year and will be awarded this spring for fall 2018.
  - The South Bay Promise – For 2017/2018 a maximum of 90 students from Inglewood, Centinela Valley and Torrance unified school districts will benefit. Outreach and meetings for the newly expanded South Bay Promise for fall 2018 are taking place and fundraising has already begun. Next year the South Bay Promise will expand to include 500 students. The annual cost to support the South Bay Promise is \$250,000. It is in hopes that in the future, an endowment will be created so these funds can be earned annually.
  - STEM Programs – Many donors designate their donation to STEM programs. Funds have been used for the summer START robotics program and the summer UCLA research program.
  - Warrior Pantry – The ECC Warrior Pantry is for students with food insecurities. This program has become very popular. It was recognized Chicken of the Sea just gave a generous donation of 100 lbs. of tuna for the pantry.
6. The Foundation puts on a few events during the year.
  - The President's Dinner is an annual dinner for the ECCF Board and President's Circle members which is usually held in December.
  - The Scholarship Awards Ceremony – This is a donor relations event to recognize and award scholarship recipients and create good will with the donors. This year's event will take place in the East Dining Room on May 10.
  - South Bay Promise Signing Ceremony – There will be a MOU signing ceremony for all seven school districts that are in the ECC District, along with the Superintendents and President Maloney. Elected officials, local businesses, supporters and the media will attend this event on May 11.
  - Distinguished Alumni Dinner (biennial event) - This event recognizes distinguished alumni who have made a difference and represent El Camino College in a positive light. Usually four honorees are honored at the event. This year the dinner will be held on October 18. Nominations are being asked for at this time.
  - The Foundation has a volunteer board of directors. They ensure we spend our money fiscally and responsibly.

#### **Bond Update** – B. Fahnestock (presentation)

1. It was reported that currently there are four construction projects that are taking place on campus. These projects are the Student Services Building, the North/South Gyms, the Pool Classroom Building, and the Administration Building. These projects are contained on the campus perimeters. The next projects will be the Student Services, Student Activities and the Art Building (middle of campus).
2. The Student Services Building is going well. The gym project is moving at a slower pace. It is estimated to be finished in January 2019, but it is doubtful at this stage. The Administration Building is nicely progressing. The Pool Classroom Building is just beginning. Demolition for the area will begin soon. It hopefully the pool complex will be done by June 2020.
3. The committee was encouraged to go to the college website to view the virtual tours of the forthcoming new buildings (click on the arrows to navigate through the buildings).

4. The Warrior Walk will be an area between the gym and the pool complex. This area will consist of five sections that will be made up of 200 bricks per section. These bricks will be sold to alumni. Naming opportunities will also be available in the plaza area.
5. It was noted every six months for the next five years a new campus map will be devised because of all the on-going construction.

**Institutional Research Update** – I. Graff

1. The committee was given a short orientation on how to access the site for the Institutional Research data. Various areas on the site were reviewed. Compton will soon be receiving their own Institutional Research (IR) web page soon. The information on the IR site provides information on the student body demographics. Information will be visually available so you can see by division, department, and class where we are in terms of our college goal. The committee was invited to subscribe to the IRP blog. This will assist in keeping them updated with items for institutional research.
2. An area on the page was shown where specific data can be request if needed by just filling out a form. Once the information is received, the assigned researcher will reach out to the person requesting the information right away.
3. The area of planning was noted and reviewed.
4. The committee was reminded today is the due date for the unit plans.

**Adjournment** – R. Natividad

1. The meeting adjourned at 2:02 p.m. The next meeting will be held on **March 1, 2018** at 1:00 p.m. in Library 202.

RKN/lmo

Accountable @ League  
website -

# Draft Recommendations

## Funding Formula Workgroups

March 12, 2018

# **An Effective Funding Model Will Meet the Following Principles**

- Ensure access to quality education statewide
- Support enhanced access and success for underrepresented and economically disadvantaged students
- Reward progress on success and equity metrics
- Support timely completion
- Moderate the effects of the formula on districts during a recession
- Provide sufficient predictability and stability to support college/district operational costs and sound financial planning
- Recognize regional diversity
- Phased-in for a smooth transition

# Context

11/11/2011 10:11:11 AM

Board of Governors seeks alignment with the aspirational goals in the *Vision for Success*.

- In late January, Chancellor Oakley requested the CEO Board task a small group of CEOs to make recommendations for a new formula.
- He also requested the standing Workgroup on Fiscal Affairs to review the recommendations and share additional considerations.



# Summary of Governor's Proposed Formula

## Base

Contingent on FTES enrollment comprising 50% of the formula

## Supplemental Grant

Based on the number of low-income students districts enroll:

- 1) enrollment of students who receive a College Promise Grant fee waiver; and
  - 2) enrollment of students receiving a Pell Grant.
- Supplemental Grants comprise 25% of total.

## Success Grant

- 1) Number of degrees and certificates granted;
  - 2) Number of students that complete a degree/certificate in three years or less;
  - 3) Associate Degree for Transfer granted by the college.
- Student Success Incentive Grants comprise 25% of total.

**Properly structured and  
adequately funded, a new funding  
model has the potential to move to a more  
accountable and stable system, ensuring  
that students have access to **affordable,  
high-quality community colleges.****

# Recommendations

# Data-Informed and Equity Focused

- Establish a process for an annual review and analysis of the funding formula.
- Annual reports to the Board of Governors by March of each year.
- Set a plan in place for an equity focused funding model while enabling necessary adjustments to meet key principles.

# Focus: Equitable Success & Access

## Equitable Success

Achieving equitable outcomes for focus populations means integrating socioeconomic and success metrics.

### Framework:

- Considers progress, completion, transfer, employment, and earnings
- Recognizes successful outcomes of economically disadvantaged students within those metrics
- Economically disadvantaged students more accurately defined using Perkins definition

## Access

A funding formula that supports access but shifts away from an overreliance on growth.

### Framework:

- The higher of: (1) the current year FTES, or (2) a three-year average based on the total funded FTES of the most recent three years
- FTES from summer courses assigned to the fiscal year in which the final day of instruction was held

*Interlocking* →

# 250%

## Equitable Success

Based on Strong Workforce Program (SWP) 17% incentive funding research and Guided Pathways key performance indicators (KPIs).

Districts are recognized for the successful outcomes of economically disadvantaged students.

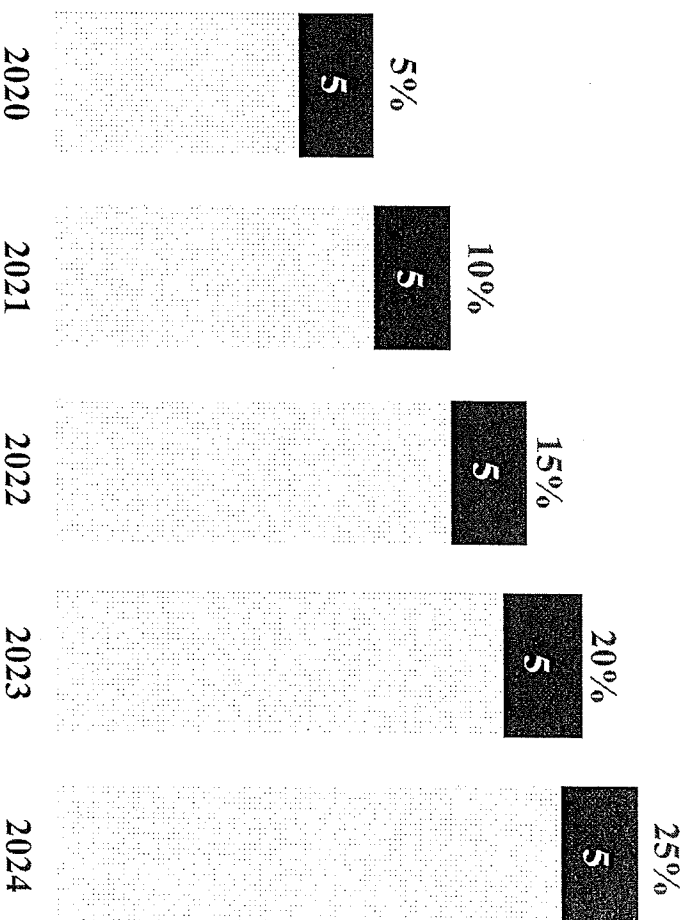
- Measure All Transfers
- Employment and Economic Mobility
- Capture Momentum Points

# Thoughtful & Phased-In

Implemented in year three as outlined unless the Board of Governors proposes new measures after extensive research and simulations.

## Transition:

- Equitable Success metrics would increase by 5% each year until full implementation.
- At full implementation, over \$2 billion would be dedicated to Equitable Success metrics.



# Implementation Timeline

## 2 Year Program Transition

- No districts would receive less funding than prior fiscal year.
- Districts allotted time to implement Guided Pathways, AB 705

## 5 Year Equitable Success Formula Phase-In

- Equitable Success metrics would increase by 5% each year until full implementation.
- Access funding based on higher of: (1) the current year FTES, or (2) a three-year FTES average.



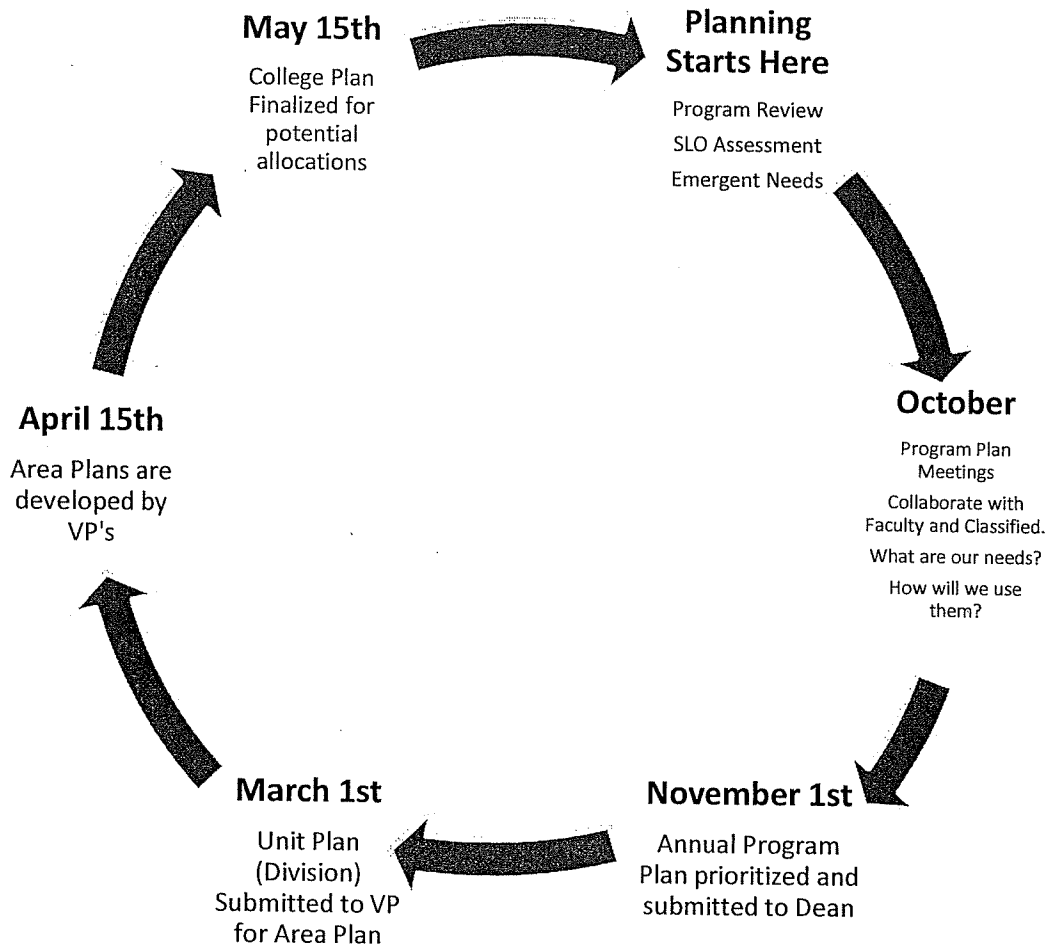
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# Thank you!

For progress on the recommendations, visit:  
[www.ccleague.org/fundingformula](http://www.ccleague.org/fundingformula)



El Camino College  
Planning and Budgeting Committee  
Annual Planning Cycle



## El Camino College Annual Planning & Budgeting Calendar

<b>Annual Planning Process</b>	<b>Month</b>	<b>Annual Budget Process</b>
	<b>September</b>	Final Budget submitted to Board of Trustees for discussion and approval
College Plan published. PBC review & endorsement of College Plan.	<b>October</b>	College Plan finalized and budgeted
Program plans finalized for the next fiscal year (November 1 <sup>st</sup> ) Unit plan (next fiscal year) development commences.	<b>November</b>	
Unit plan (next fiscal year) development	<b>December</b>	
Mid-year updates and evaluations of previous years Annual Plans	<b>January</b>	Governors State Budget Update
Unit plan Divisional finalization	<b>February</b>	
Unit plans finalized for the next fiscal year (March 1 <sup>st</sup> )	<b>March</b>	
Area plans prioritized (April 15 <sup>st</sup> )	<b>April</b>	Determine enrollment targets, sections to be taught, and full- and Faculty Obligation Number (FON) Vice Presidents jointly determine ongoing operational costs including: 1. Full-time salaries 2. Benefits, Utilities, GASB 3. Legal and contract obligations Develop Line Item Budgets
Draft College Plans compiled for next fiscal year (May 15 <sup>th</sup> )	<b>May</b>	May Revise Tentative budget for PBC review, discussion and recommendation
	<b>June</b>	Tentative Budget is presented to the Board.
Final updates and evaluation of annual plan recommendations College Plan presentation and discussion	<b>July</b>	Tentative Budget is rolled into active status (purchasing can begin)
	<b>August</b>	Final revenue and expenditure adjustments made to budget Final Budget 1 <sup>st</sup> and 2 <sup>nd</sup> review