



Thursday February 26, 2009
Griffin Gate
3:00 to 5:00 p.m.

MEETING SUMMARY

Present: Fred Allen, Pam Amor, Jerry Buckley, Janet Castanos, John Colson, Jim Fenningham, Kats Gustafson, Chris Hill, Tim Flood, Anita Martinez, Alba Orr, Shirley Pereira, Tina Pitt, Brad Tiffany, Mary Rider, Adelle Schmitt, Lynette Wilson, Jim Wilsterman

Absent: Sunny Cooke, Zoe Close, Jane Nolan, Marsha Raybourn, William Snead, Jim Spillers

Recorder: Patty Sparks

Meeting Convened: 3:00 p.m.

I. Approval of Planning & Budget Meeting Notes, December, 2008

Shirley asked the Council if there are changes or edits to the December Meeting Summary. No changes. Shirley announced that Steve Baker has replaced Roger Owens and serving as the Acting Dean, Communications and Fine Arts. The Council made introductions and welcomed Steve.

II. Basic Skills Plan

John Colson disseminated a handout, *Proposals*, for the Council to review. Further he prepared a Power Point presentation that identified the make-up and charge of the Student Success Committee (Committee). He shared that he co-chairs the Committee with Sue Jensen, from the English Dept. He also shared with the Council who is on the Committee and their role in implementing the Basic Skills Plan (BSI Plan). He added that most of the members of the Committee have reassigned time and some serve as advisors. The Committee was charged with developing criteria, evaluating proposals, and to develop and administer a faculty survey. He stated that Mark Pressnal created a blackboard website should the Council want to review the proposals in full

John stated that the handout is a list of the proposals submitted, their identifying number, and where they landed according to the scoring and ranking by the Task Force. He explained that the Task Force reports to ADSOC and then to this Council with their funding recommendations. John explained that the Committee is currently considering the proposals so that they can start implementing the BSI Plan that the college currently has adopted.

John stated that Basic Skills Funds were allocated as follows: 2006/07 \$295,922; 07/08 \$327,624; and 08/09 \$334,186. He stated that there is deadline to expend 2006/07 funds by June 30, 2009. Further he explained that there is release time cost set aside for the co-chair and some faculty, which leaves approximately \$230,000. Anita Martinez asked which proposals submitted today is from the 2006-07 year. John responded that there is communication with the actual authors of the proposals to discern whether funds be spent this year only or is the intention to allocate funds in future years. He further stated that he has talked with Chris Hill to revise the form used for proposals to clarify this issue.

John Colson clarified that some proposals were submitted by members of the Student Success Committee and stated the Committee is diligent in keeping with the spirit of the plan. He would like consensus from this Council to go ahead and release the 2006/07 funds to meet the June 30 deadline. Further he will keep this Council apprised of the proposals funded and for what year(s). Fred Allen asked if there is collaboration with

Cuyamaca on projects that are funded. Chris responded that Cuyamaca has a Basic Skills Coordinator and a Student Success Committee Chair – it was discussed to have the two Senate Presidents facilitate a joint working group with the chairs from each college to discuss commonalities. Tina asked how the proposals are evaluated and determined to be a worthwhile activity. John responded that one of the weights of consideration is specific to evaluation and outcomes of the proposal. Chris asked if it was safe to assume that not all of the proposals presented will or would be funded just because they are on this list. John stated that if it does not meet the criteria or the spirit of the plan it will not be funded. John clarified that the college is responsible to provide an expenditure plan before each year begins and a report at the end of the year on how the money is spent.

Steve Baker stated that he was not aware of the BSI Plan when counseling his division with their plans this year. He also voiced concerns that visual, listening, verbal, hand-writing and speaking skills are also basic skills and wanted to know if the BSI Plan included these skills. Chris responded that she will send to Steve Baker a copy of the “Poppy Copy” that details the specific definition for Basic Skills as it relates to this initiative. There is basic learning and study skills that are helpful however the question for this college is - What is needed to prepare a student to be successful in college level courses?

Shirley asked the Council to consider John’s request to release the 2006/07 Basic Skills funds to meet the deadline of June 30 and further requested John to bring a more detailed list of what proposals will be funded. The Council agreed to move forward with recommendations from the Task Force.

Action Taken: The Council agreed to give the committee its blessing to move forward with the Committee’s funding plan. Chris Hill to provide Steve Baker a copy of the “Poppy Copy.”

III. Budget

Tim Flood provided a handout, *Grossmont College Budget Update*, for the Council to review. He stated that he will provide this Council with a budget update every month like the one provided today. He explained the handout indicates where the college budget is currently compared to last year’s budget, as well as the College’s year-to-date performance. He explained that over all compared to last year we are doing well.

Shirley questioned the difference in budgets regarding Rents, Utilities and Other Operating Costs. Tim responded that last year, part of the increased funds were housed for repairs and funding anticipated for the Gillespie Field Project, and we are not experiencing those same expenditures this year. In addition, we reduced the budget significantly in the 5000 object codes to meet the budget reduction requirements.

Tim provided a Power Point presentation regarding both the State and College Budgets. In addition he provided the presentation in hard copy form for the Council. He explained that we have a State Budget and further explained at the beginning of the Adopted Budget process, as a district it was decided to reserve 3%, which amounts to \$2.7 Million. He reported that the approved State Budget eliminated the .68% COLA, reduced state mandated funding, and deferred \$340 million in state payments to October 2009-10. He explained the District will have to borrow funding to continue cash flow but, we lose interest which is a cut to the college budget. There are no cuts in categorical funding as well as Instructional Materials and Scheduled Maintenance Funding.

Tim stated that there is 3% enrollment growth available for the 2009/10 fiscal year. The FTES Task Force will recommend what the 2009/10 growth target will be. Tim explained that we received 2.19% in growth funds for 2008/09. He explained that 2009/10 funding is based on the ability to pass a tax increase package in May, a Constitutional Amendment, and realization of State projected tax revenues.

Tim stated that the College Savings Task Force developed a prioritized list should there be funding remaining in budgets at the end of the year and where would we fund. He reported that supply and critical replacement positions are at the top of the list. He stated that we begin the tentative budget development process that includes the payroll forecast. The Payroll Forecast will include frozen positions used to balance the budget in the beginning of the year. He reminded the Council that Step and Column is estimated at about \$1M and one

suggestion to meet that amount is to utilize the funding from the set aside funds. There will be a lot of work done in anticipation that all will go well. He stated that overall we will weather the current budget issues, however there are remaining areas like the remaining ROP transition, the on-going funding costs and similar issues.

Kats stated that she is concerned regarding the new tax increase of 1%. She stated that if she utilizes \$80,000 to purchase computers, her tax alone would be approximately \$8,000. Further she stated that supply budgets will be cut even more having to realize the new tax increase. Tim stated that the budgets have been cut and we will have to work diligently to monitor our budgets. Fred Allen questioned what the true dollar is per FTES so he can tell his departments what their true contribution is. Tim stated he does not have that the exact amount however what we get from the State and what the colleges receive are different amounts. The reason for this is the funding is blended and filtered through the funding formula. Tim will provide the dollar amounts per FTES to this Council at the next meeting.

Shirley Pereira stated that the monthly handout is a great document and appreciates Tim's effort to keep this Council as up to date as possible.

Brad Tiffany asked if the revenue from FTES growth should go through the formula exclusively at the college sites. Tim stated that the funding will go through the District formula as in the past.

Action Taken: Tim to provide the Council with dollar amounts per FTES at the next scheduled meeting.

IV. Accreditation Update

Pam Amor provided a handout, *Revised Timeline for Follow-up Report of October 2009*, for the Council's review. She explained that all the team drafts must be submitted to Bonnie Price for integration into a draft document. Further the draft document will go through the various shared governance group in the timeline stated. She reported that the final report needs to be received by ACCJC on October 1, 2009 and stated that the Accreditation Team is looking for resolution in the report to the four recommendations issued.

V. Strategic Plan Update

Chris Hill stated that we are beginning the strategic planning process for the 2010/2016 Strategic Plan (Plan). She reminded the Council that the kick off began with the visioning exercise at convocation. The areas of focus for the Plan are: Student Access; Learning and Student Success; Community and Economic Development; Human Fiscal and Physical Resources. She further stated that the next step in the planning process is the Leadership Retreat. She reminded everyone that the Leadership Retreat is scheduled for an all day meeting March 13th in Griffin Gate.

Review Vision Summary

Review SWOT Analysis

Chris provided a handout, *Grossmont College Summary of Visioning Exercise – January 20, 2009 (Summary)*, for the Council's review. She reported that over 250 people participated in team visioning exercises conducted during convocation and the Summary is reflective of that. Chris further provided, *Grossmont College SWOT Analysis – Draft (SWOT)*, for the Council's review.

Chris asked the Council to take a few minutes to review the *Summary* and the *SWOT* handouts and make additions and/or recommendations to either document and give to Patty Sparks at the end of the meeting. Steve Baker recommended that under "Grossmont College is Known For" of the *Summary* handout that another bullet be added that states "Grossmont College is a Regional Center for Cultural Arts and Programs". Jim Fenningham added "Successful Students" should be added as well. He explained that Grossmont College Students are better prepared and educated. It was discuss to add these suggestions under Strengths within the SWOT Analysis.

After discussion, Tina stated that the SWOT Analysis has been seen by a small group and this is the first time it is seen by a larger group. She is recommending that each person review both handouts carefully and send their input to Bernadette by Monday, March 2. The Council agreed.

Action Taken: Council members to send SWOT Analysis recommendations/input to Bernadette Black by Monday, March 2.

VI. Committee Reports

Faculty Staffing Committee

Jim Fenningham provided a handout, *Faculty Staffing Committee, (Fa07-Sp08-Su08) Faculty Staffing Priority List*, for the Council to review. He stated that the three positions highlighted are the positions recommended for hire by the Faculty Staffing Committee from the '07/'08 academic year.. Shirley reminded the council that at the October PR&C meeting the council had instructed the Faculty Staffing committee to take the 07/08 list back and include the two nursing positions that were about to lose categorical funding. Shirley asked Jim to speak to what the committee had concluded and their recommendation. Jim explained, to the council, that the committee felt that it was unfair to include the two new nursing positions without including new positions from the rest of the college. He stated that the committee would rather bring forward the 07/08 recommendations and include the nursing positions in with all other requests for the 08/09 recommendations this spring, which they will bring back to the council sometime this Spring. Jim further stated that because of the budget crunch that the council, if prudent does not need to hire in chronological order and that we can recommend to hire from the 08/09 list first, but that we will not "throw out" the 07/08 list.

Tina Pitt stated that if we do not maintain the required ratio of nursing staff, we will lose accreditation. That will force this institution to make a decision to cut the nursing program and cancel classes wherein students have been on wait list for years.

Action Taken: Shirley recommended to the council that we accept the committee's 07/08 recommendations but NOT act on the list. The committee will be meeting in the next few weeks and will bring back their 08/09 recommendations, which will include the two nursing positions. The council will then make a decision at that time.

Facilities Update

Tim Flood stated that the Governing Board approved the 75% Preliminary Plan Review for the Student Center/Student Services Renovation /Expansion. He reported that the 300 Building restroom remodel is done, the Pool Bed project and Room 575 will be done this summer, and the 500 N Building will be done over the winter break. In addition he is receiving design estimates for the 500 N Building restroom remodel. There are a couple of roofing projects, the Library and Pool House. Further, he is looking to do Phase 2 of Parking Lot 1 and wayfaring signage for Kats area. He reported that there is some delay with the Health and Physical Sciences Building due to rain, but nothing significant. The parking structure in Lot 5 is on schedule to finish at the end of July.

Tim presented the Council with architect renderings of what the new Student Center/Student Services Building remodel will look like. Tim asked this Council for volunteers for a Water Conservation/Landscape Development Task Force. The Task Force will develop and review landscape ideas. Other suggested ideas were student design contests, water conservation ideas and rainwater designs.

Other

Innovator of the Year

Tina Pitt stated that the Innovator of the Year nominations is due by March 10.

Meeting adjourned at 5:16 p.m.

