



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

**MEETING SUMMARY**

- Present:** Fred Allen, Pam Amor, Steve Baker, Jerry Buckley, Zoe Close, John Colson, Sunny Cooke, Kats Gustafson, Chris Hill, Tim Flood, Anita Martinez, Pat Murray, Alba Orr, Shirley Pereira, Tina Pitt, William Snead, Jim Spillers, Jim Wilsterman
- Absent:** Janet Castanos, Carrie Clay, Jim Fenningham, Jane Nolan, Mary Rider, Adelle Schmitt, Brad Tiffany,
- Guest:** Debbie Yaddow
- Recorder:** Patty Sparks

**Meeting Convened:** 3:00 p.m.

**I. Approval of Planning & Budget Meeting Notes, February 26, 2009**

Shirley requested that if anyone has changes or edits to the February Meeting Summary to please send them to Patty Sparks via email.

**II. Budget Update**

**Monthly Budget Update**

Tim provided a handout, *Grossmont College Budget Update*, for the Council to review. He reminded the Council that at the previous meeting, he will provide an update in written form monthly. In addition, he stated that we are a bit over last year in expenditures, but reminded the Council that last year's budget had more funding. We are still under the base-line budget, which means we are watching what we spend and doing a good job of money management. Tim reminded the Council that we should look at our budgets and zero out any negatives. .

**Blended Rate per FTES**

Tim provided a handout, *GCCCD Blended Rate per FTES*, for the Council to review. He stated that this information was requested at the previous meeting. He further reported that we are not 100% sure about what the state will allocate and may affect the rate.

**Community College League of California Update**

Tim provided a copy of an update from Scott Lay, Community College League of California. The update states that all predictions are now estimating a revenue shortfall of approximately \$10 - \$12 billion. Further, economists are predicting the State's unemployment rate will reach 11.9% by 2010, which will prolong the budget problem. Additionally, if voters do not pass the ballot measures in May revenue shortfalls could increase to approximately \$15 - \$17 billion.

Overall, community colleges are likely to face apportionment shortfalls in 2009/10. The 2008/09 state deficit factor will be at least 1.2%, and be mindful that that number is likely to increase depending on the property tax situation through the rest of this year.

### Overview of State Budget

Tim provided a handout, *Overview of State Funding, Fiscal Years 2007-08, 2008-09, 2009-10, District wide FTES Forecast*, for the Council to review. He explained that the 2007-08 Budget was adjusted from 18,508 base FTES to 18,390. That adjustment change reduces our district wide 2008-09 base to 18,800 FTES. Total projected district wide for 2008-09 is 19,912.3 FTES. We met and exceeded growth in 2008-09 and should receive 2.23%, which is increased from the 2.19% previously reported. Tim stated that if we stay flat next year at 19,912.3 FTES, our projected statewide growth percentage will be 4.19%. This means if we teach the same amount of classes next year and maintain the same number of students, we will have approximately 324 FTES over what we need to make base and maximize growth dollars.

Sunny reported we have managed and planned well, although we have not had layoffs within our District we have consolidated sections, cut spending, and implemented hiring and travel freezes. It should be noted that because we consolidated sections many of our part time faculty lost positions here at the college.

William Snead and Fred Allen both commented on the need for retraining adults that lost their jobs and stated that if unemployment rates go up, our services will be stretched to serve those individuals. Further, it will be important to see how funding will be trickled down from the Federal Government.

### Revenue Forecast Compared to Adoption Budget

Tim provided a handout, *GCCCD Unrestricted General Fund Revenue Forecast Compared to Adoption Budget*, for the Council to review. He explained that the apportionment for 2008-09 was reduced from \$89,785,864 to \$89,289,402, decreasing the amount by \$496,462. In addition COLA was removed taking \$610,543. We did receive growth funding of \$1,830,668 which is an increase of \$21,965. We gave \$1,808,703 for mid-year cuts, but the State returned \$1,050,236 retaining \$175,544. Tim explained that the 2007-08 recalculation of apportionment produced an additional \$134,899. Overall, our Budget due to deficits was short \$1,125,685.

Tim explained that the State applied a deficit factor of .98778254 to apportionment which left us with a budget of \$91,177,470. Of that funding, \$512,733 remained however, the estimated loss of income interests due to delays in apportionment we lost approximately \$350,000. In the end, Tim explained there will be an ending balance of \$186,595. Sunny stated we should not anticipate counting on the ending balance as state tax projection continues to fall short.

Tim stated that as of now instructional material and equipment grants have not changed, however there is no guarantee they won't be taken off the table. Jim Wilsterman reported that some colleges file for and receive tax rebates from the State. Tim will check with Sue Rearic and bring that information back to the next meeting.

Shirley asked why the revenue interest was reduced. Tim responded that because we had to borrow from the County to make payroll we had to pay interests on that loan, and lost interest from having cash on hand due to delays in state apportionment.

*Action taken: Tim to ask the District about State tax rebates.*

### Ending Balance Estimate

Tim provided a handout, *Grossmont College Ending Balance Estimate*, for the Council to review. He explained that due to the cost cutting measures we have implemented, we have significant commitments in 2009-10 for expenditures without additional dollars. These increases include:

- \$600,000 - to incorporate the 2<sup>nd</sup> half of ROP
  - \$260,000 - in on-going costs funded by augmentations
  - \$400,000 - GCCCD Board Commitment to new faculty and staff.
- \$1,260,000**

This represents a shortage for next year's needs. However, this doesn't include the \$600,000 needed for Step & Column and increased utility costs for 2009-10.

Tim stated that residential water bills may double and triple for units over base however, this will not apply to school districts. He reported that he is working on water conservation in selected areas around the campus and is moving forward with cost savings ideas. Jerry Buckley asked about the 4/10 work week during the summer. Sunny stated this would be a district wide discussion and has not yet been initiated.

Jim Wilsterman stated he was approached to participate in the College for Kids program over the summer and questioned the cost increases for electricity and water. Sunny stated that there is a fee associated with the program and consideration for electricity and water costs should be incorporated.

### III. Leadership Retreat Update

Sunny reminded the Council that the Leadership Retreat was held on campus a couple of weeks ago. She stated that the morning was utilized reviewing the Environmental Scan, the visioning exercise data, SWOT analysis, and trend analysis. The group worked on strategic goals and came up with three foci: Basic Skills; SLOs, SSOs and ASOs; and Community Outreach/WorkForce Partnerships. Further she reported that evaluations from the Retreat varied in responses from – “liked the format, topics, and data analysis” to “overwhelming, but good. “

### IV. Data Discussion in Staffing Committee

Shirley stated that she gave a workshop to the faculty staffing committee on data analysis. She further stated that the committee has a new member and that it was important for the committee, as they are making vital decisions for the college, to understand all of the quantitative data given to them. She went over FTE and WSCH. Kats stated the committee had come up with a way to implement weighing the equivalent of student contact hours for Librarians and hopes that the formula will not change. Shirley explained that her work with the data does not make any changes to current processes already in place. John Colson stated that the committee members develop criteria specifically looking at data as well as part-time and full-time ratios. Jim Wilsterman suggested that a presentation be made to all the chairs and coordinators regarding this.

### V. Institutional Review Committee

Chris Hill stated that in the time-line of the institutional planning process, proposals submitted are now with the Institutional Review Committee. She reported that the Committee will meet every Friday, beginning March 27. The authors of the proposals will have the opportunity to brief the Committee on their proposals. This allows for clarity of the proposals, and allow for questions, if any, to be answered. She stated that scoring will take place as the proposals are heard and a prioritized list will be forwarded to this Council with recommendations for funding.

## **VI. Committee Reports**

- **Faculty Staffing Committee Report**

John Colson provided two handouts, *Faculty Staffing Committee Spring 09 – Faculty Staffing List*, and, *Faculty Staffing – Recent History*, for the Council to review. He explained that the new nursing position which was previously funded from grant funds is now on the Faculty Staffing List.

Chris stated that Shirley is extracting staffing requests from the 2009-10 proposals and they will be forwarded to the Staffing Committee for review. Sunny stated that a recommendation is needed to move forward with the most critical need for next year. She reminded the Council that the Board committed money for three new positions and on the handout there are two replacements and one new position (nursing) listed. This Council has not made a formal recommendation to the president from the 2007-08 and 2008-09 Faculty Staffing Lists. John stated that the staffing lists from 2007-08 and 2008-09 do not go away. John further stated that we have the opportunity to move forward with the two replacements and the new nursing position and wait until the 2009-10 requests come in to move forward with recommendations.

The Council discussed staffing for new buildings. After a lengthy discussion the Council agreed to move the two replacement positions and the new nursing position forward. It was further recommended to hold off on the two remaining new positions until the staffing requests for 2009-10 have been scored and ranked by the Staffing Committee.

*Action Taken: Council agreed to move forward with the Faculty Staffing Committee's Spring '09 recommendations.*

- **Facilities Committee**

Tim reported that projects are moving forward. The FFP for the 200 Complex will be discussed at Facilities Committee and then to this Council with their recommendation. The designs are progressing well and suggestions by Steve Baker and Jim Wilsterman for changes are for the better. Their suggestions allow for more storage and better use of the space. The Student Center/Student Services project is moving along, but reported some offices will be relocated to the North 300 Building and not to the "village" as originally planned due to lack of space. Tim stated he will be working with those who are moving to the North 300 next week.

### **Other**

William Snead stated that he and some of his colleagues are having unpleasant experiences in the food services area. The complaints are mainly due to the time that it takes to order food and to pay for the food, sometimes taking 40 minutes. Tim responded that he has met with the managers requesting a staffing plan. In addition, he is meeting with Cuyamaca jointly to discuss the operations and will meet with the ASGC to address student concerns. Further Tim stated that we have a Food Service Advisory Committee meeting scheduled for April 9<sup>th</sup> and suggested sending Patty Sparks any unpleasant experiences with Sodexo to her via email. They will be addressed at the next meeting in a professional and constructive way.

The Council discussed having multiple vendors. Tim responded that currently we do not have the facilities for multiple vendors, however, with the remodel there will be room for this.

Meeting Adjourned: 4:38 p.m.