



Thursday, April 23, 2009
Griffin Gate
3:00 to 5:00 p.m.

MEETING SUMMARY

Present: Fred Allen, Pam Amor, Jerry Buckley, Janet Castanos, Zoe Close, John Colson, Sunny Cooke, Jim Fenningham, Kats Gustafson, Chris Hill, Tim Flood, Anita Martinez, Danny Martinez, Pat Murray, Jane Nolan, Alba Orr, Shirley Pereira, Tina Pitt, Mary Rider, William Snead, Jim Spillers, Jim Wilsterman

Absent: Steve Baker, Carrie Clay, Adelle Schmitt, Brad Tiffany

Recorder: Patty Sparks

Meeting Convened: 3:00 p.m.

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

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

II. Budget Update

Monthly Budget Update

Tim provided a handout, *Grossmont College Budget Update March-09*, for the Council to review. He explained that the year-to-date expenditures are currently at 92%. All other expenses are at 7.8%. He reported that the current year percentages may change as departments begin to move money around. We are approximately 3% above what we were last year as far as expenditures, but once again we experienced a budget cut. Overall we are doing well.

Tentative Budget Process

- **Key Budget Dates**

Tim provided a handout, *Grossmont College Key Budget Due Dates for Tentative Budget FY 2009/2010*, for the Council to review. He reported that the Budget Worksheets were due in his office on Monday, April 20. He reminded those who have not turned them in to do so as soon as possible.

- **Projected Impact on Community Colleges**

Tim provided a handout, *Projected Impact on Community College Districts of the May 19 Ballot Measures*, for the Council to review. Tim explained that the State is behind by \$8 billion, and up to \$42 billion depending on what happens with the upcoming election. He reported that if the measures fail the District's budget will be reduced by \$5,200,000. Realize that last year we reduced the budgets by \$2.7 million. He stated that we are going to build our tentative budget prior to knowing what is going to happen with the State elections and before we get the May revise.

Tim reported that there is growth funding available and the District, should we make growth, could receive 4.19% in growth funds. Whether that percentage will be available is yet to be seen. We are

going to have to build the tentative budget with a deficit factor of about \$5.2 million which equates to a 5.5% deficit. Tim reported that the measures are not doing well in the polls and have just a 30% probable pass. Further, the 5.5% deficit would only cover the loss to the District. Sunny stated that we are planning to reduce the 2009/10 budgets by 5.5% and that is looking more and more like the best case scenario. We will do the best we can to apply whatever penny saved this year to go into next year's budget. Tim clarified that the reduction will be 5.5% *and* any structural increases.

Tim stated that we will receive approximately \$350,000 more in foreign revenue than we initially budgeted for and a small bump in out-of-state funds. The reductions are going to feel more like 8 -9% with the new tax increase in El Cajon. Once the district forwards the funding formula we can get the College Savings Task Force to start working on suggestions and recommendations to this body. Sunny stated that one thing we are going to have to look at is reduced hours and again reminded everyone that we are going to be expected to do more with less. Tim stated he will make this Council aware of any changes and information as it comes in.

Easy Voter Guide

Tim provided a handout, *Easy Voter Guide*, for the Council to review. This handout gives in detail unbiased information regarding the May 19, 2009 Statewide Special Election. The passage of these measures equates to \$5.2 million to our District. This handout is for information only and is given so everyone has a clear understanding of the election. Sunny asks that the handout be carefully researched and ask a lot of questions. Mary Rider asked if both 1A and 1B must pass in order to receive the funding. Sunny responded yes. There is also a link provided on the handout should anyone need further information.

III. Planning

- Institutional Review Committee - Update

Chris explained that the Institutional Review Committee is moving forward and reported that the Committee is listening to presentations of activity proposals. The Committee is meeting Fridays and have been for just over a month. Currently there are two more presentations left to be heard. The Committee has received a spreadsheet with descriptions of the proposals and they are discussing the goals of the Committee in terms of what they should and should not be considering. There are great resource representatives within the Committee such as Kats Gustafson and Jim Fenningham. The proposals will be scored based on the scoring matrix and will then be prioritized. That prioritized list will come to this Council in May.

Janet Castanos stated that the presentations are going well and there is good dialog between the presenters and the Committee. Fred Allen stated that some of the proposals were a lot like proposals of the past, however questions were asked and issues could be addressed at the time of the presentation. Kats stated that the process was collegial and ran smoothly.

- Program Review Task Force

Chris explained that the Program Review Task Force will be meeting weekly. The idea is to bring discussions and recommendations from this Task Force and integrate everyone into a program review process, as well as integrate SLOs. Sunny stated that, in a nutshell, the accrediting institutions all over the nation are requesting colleges to accomplish the following 1) Whatever your mission is, state it and do it; 2) Look periodically at how well you are doing, and 3) Where issues are identified, solve them. We have lots of great progress and the accreditation team is looking for us to link it all together with planning and budget.

IV. Committee Reports

- **Parking Structure Update**

Tim stated that the Parking Structure is going well and will be finished on time. We are looking at making parking available to staff to park anywhere on campus after May 21st. The soccer field is being stripped and we have been adding five people a day to the lottery for soccer field parking passes. In addition since the gift cards have been devalued, we are giving two cards instead of one. Currently we are looking at possible ideas for signage for the structure. Overall it is coming along well and meetings with the landscaper who will also be working on the Student Center/Student Services Building are moving forward. The new parking structure will be open for parking July 31. Sunny thanked everyone who participated in the off-site parking and there will be a thank you event scheduled.

Tim stated that there are new Parking Structure will have new parking permit machines, one on each floor, in a well-lighted area for safety. The machines will have the capability of taking credit/debit cards. In addition the parking permit machines on the existing lots will be replaced as well.

Jim Wilsterman asked about the designated staff parking spaces in the existing lots and when they will be assigned. Tim stated this will be done over the summer however, distribution of staff parking will be discussed at Facilities Committee to best suit the needs of faculty and staff.

V. Other

- **Sodexo**

Tim explained that discussions with Sodexo, as well as a joint meeting today with Arleen Satele from Cuyamaca resulted in recommendations for change. A consultant was brought in to make recommendations. Recommendations from the Consultant included moving employees from the back kitchen area to the front during rush times, and prep cooking and stocking is done prior to rush times. Sodexo implemented a procedure to keep the stock replenished throughout the day by assigning employees to area. As far as the Café 200, employee issues were addressed and procedures established to keep the Café 200 stocked and running smoothly. Further, he and Manuel met with the ASGC Board to discuss student issues.

300 Restrooms

Alba asked about the 300 Restrooms and why they are delayed. Tim Flood stated the 300 bathrooms were to be completed in February, however due to a tile back order and placement of the flushometer, which did not meet the DSA Code Compliance, the remodel was delayed. The bathrooms will be ready prior to graduation.

Faculty Staffing Committee

Shirley announced that we are still waiting for the Faculty Staffing Committee's Recommendations for next year.

June Meeting

Shirley stated that normally we do not have June meeting, however with the budget issues, we may have to schedule one, possibly earlier in the month. This issue will be discussed at next month's meeting.

4/10 Work Week

Mary Rider asked if the Governing Board has considered a 4/10 work week for the summer months. Tim responded that the 4/10 work week may save in a couple of ways as there is hourly savings and power savings as long as we shut down however, the savings are not significant. This summer the college is hosting College for Kids classes here and maybe this is something to discuss for the following summer.

Meeting Adjourned: 3:55 p.m.