



**Thursday, August 27, 2009**  
**Griffin Gate**  
**3:00 to 5:00 p.m.**

**MEETING SUMMARY**

**Present:** Fred Allen, Steve Baker, Jerry Buckley, Janet Castanos, John Colson, Sunny Cooke, Jim Fenningham, Tim Flood, Michael Golden, Chris Hill, Oralee Holder, Anita Martinez, Nick Montez, Pat Murray, Jane Nolan, Alba Orr, Shirley Pereira, Tina Pitt, Adelle Schmitt, William Snead, Jim Spillers, Lynette Wilson, Jim Wilsterman

**Absent:** Danny Martinez

**Recorder:** Patty Sparks

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

**I. Approval of Planning & Budget Meeting Notes, June 25, 2009**

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

**II. Charge of P&RC and role of members**

Shirley Pereira stated that previously the charge and membership was reviewed by this Council. She utilized the overhead, highlighting the charge of the Council. The Council discussed the charge and recommends no change. Shirley then highlighted the members listed. The Council reviewed the members and made the following suggestions:

UF should now read AFT (2) Representatives

Library Rep - Shirley will contact Patti Morrison for a rep (classified or faculty)

Administrators Rep (2) Representatives

Supervisory Representatives are now housed with Administrators Association, however should it be separated. Supervisory Rep (1)

ASGC Change (2) Representatives to (1) Representative

Chris Hill asked if it would serve the Council to have faculty reps from each division for best representation on the Council. She explained that the process is to send a notification via email regarding openings on committees, and if it is divisional it will go to through division meetings and members forwarded to Academic Senate.

Action Item: Council agreed that having a rep from each division would serve the Council best. Chris will contact the Division Deans.

*Added Item:* **Budget Task Force Update**

Shirley stated that the Chancellor hired a California budget expert, Joe Newmeyer to review the District's Budget. The members as listed are: Joe Newmeyer, Jim Fenningham, Greg Barr, Dana Quittner, Mark Valenzuela, Shirley Pereira, Mike Wangler, Nick Comer, Brad Tiffany and Will Pines. She explained that the charge of the Task Force included; analyze the current budget system and communication; and recommendations to help build trust and understanding of the budget system.

Shirley explained that they met first on July 1, 2009 wherein the following bullet points were established for discussion:

- Accuracy of information
- Ending balances
- District Budget
- How to disseminate information
- Transparency
- How to best communicate the District Budget
- Equalization Funds

Shirley stated that the Task Force met three more times over the summer and a report was generated. The report provides information and clarification on the bullet points listed. The Task Force recommended to DSP&BC that they create a link to the website that would include approximately 25 questions (FAQs) generated from the Task Force to be answered by the District. Further, she stated that she will share the report upon request. Jim Fenningham stated that he was impressed with the Task Force and the questions generated.

**III. Budget Update**

Tim stated that he was hoping to have the allocation formula however it was still under revision. He provided a handout, *Grossmont College Budget Update*, for the Council and stated that the expenditures are current however the beginning balance will change. As indicated on the handout the budget we posted on was approximately \$59.9 million but the actual number is closer to \$60.1 million.

Tim reported that we started with a \$9.8 million dollar deficit to fill. He explained that there is an ending balance of \$4.1 million in addition, district wide savings from the Early Retirement Incentive (ERI) was approximately \$1 million. We received \$2.1million of benefit reductions from the prior year and other savings, and \$2.6 million came from operational and section cuts, as well as reorganization at the District level. Currently we were able to balance at \$59.9 million. Unfortunately, categorical programs may be cut further.

- **Overview of FTES Reductions from the State**

Tim stated that the State is funding 12,517 FTES for Grossmont College for 2009/10. The original target for section reductions was 217 sections but, with the additional workload reduction of 3% from the State the total increases to 378 sections. Tim reported that we can operate the college by reducing a minimum of 300 sections. This will allow us to serve more students.

- **Status of Section Counts 09/10**

Sunny stated that we will teach more students than what we get funded for and we expected that. Tim explained that the following represents section reductions:

2008-09	2009-10	Total Reduction
Summer 497	Summer 479	18
Fall 18085	Fall	147
	Intersession	55
	<b>Totals to date:</b>	<b>220</b>

Tim explained that we are looking for additional sections to reduce. Sunny reported that target goals changed many times over the summer and with the hard work of the deans, chairs, IS, and Tim Flood these section cuts were made while there was no real identifiable target. Tim stated that there was a lot of collegial work being done over the summer and commended those involved from deans to faculty and staff.

Tina stated that for spring, if the section was not offered in fall then don't offer it in spring, unless you have a good reason to add it to the schedule. All spring reductions should be made as early as possible. Tina invited Oralee Holder to the next IAC meeting for information she can take back to her chairs and coordinators.

- **Adopted Budget Overview**

Tim reported that the ending balance came in larger than anticipated and with the savings as indicated we are doing much better as a whole. Further, he explained that there are approximately \$1.1 million in Purchase Order Carry Over's (POCOs) and we are responsible for the second phase of the ROP transition of \$600,000. In addition the college allocated \$300,000 for strategic planning and reserved \$1.06 million for fiscal uncertainty. He stated that in case we have mid-year give backs we will have funding set aside.

#### **IV. Committee Updates:**

- **Facilities Committees Recommendations**

Tim stated that the Facilities Committee met and is making recommendations for names of the new buildings. The recommendation is as follows:

Current Name	Recommendation
Health & Physical Science	Health & Sciences Complex
Student Center	Griffin Center
Student Service	Student & Administrative Services

The Council discussed the recommendations and is moving forward with the Facilities Committees recommendations.

*Action Taken: New building names adopted as listed.*

- **Institutional Review Committee**

Chris Hill provided a handout, *Grossmont College: 2009-10 Activity Priority Funding List*, for the Council to review. The activities requesting funding went through the planning process were scored and prioritized. The college allocated \$300,000 for the 2009-10 Strategic Plan. The handout lists the activities for funding.

The Council discussed the priority list and the following issues were discussed:

Priority (5) AP-502 Transfer Center - focus on under-represented students.

It was established that the Puente Program had little need for program funding as there was too few students. The Council agreed to allocate \$1,500 to the UMOJA program.

Priority (16) AP-320 All weather turf and renovation of soccer field.

It was determined that this request is within the Facilities Master Plan and will not be funded through this planning process. It will be referred to the Facilities Committee for prioritization and identification of funding.

The Council agreed on funding the 2009-10 Activity Priority Funding List as follows:

	<b>Proposal</b>	<b>Description</b>	<b>Amount</b>
1	AP-404	Adult Re-Entry Seminars and Workshops	\$ 2,000
2	AP-437	Cal-PASS Frosh Comp Alignment Project	\$ 7,500
3	AP-311	Articulation Agreements w/US and CSU	\$ 5,000
4	AP-502	ASL Lab	\$ 5,000
5	AP-380	(Partial) Transfer Center Focus - Umoja	\$ 1,500
6	AP-297	Dance Department Busing for HS Student Outreach	\$ 1,700
7	AP-525	Jewelry Design Degree (Research & Doc Prep)	\$ 2,400
8	AP-447	International Student Orientations	\$ 10,000
9	AP-269	Biology Lab Seating	\$ 16,000
10	AP-266	Veteran Student Support Hourly Staff	\$ 25,000
11	AP-286	Physical Science Lab Equipment	\$ 136,728
12	AP-480	Chem 102 for Nursing Majors	\$ 47,240
13	AP -345	Intercom for College Cashier's Office	\$ 864
14	AP-503	ASL Software for Tech Mall Computers	\$ 3,000
15	AP-167	Library Media Collection Expansion and Update	\$ 19,000
16	AP-190	Library Print Collection Expansion and Update (Partially funded)	\$ 17,000
<b>Funding Allocation</b>			<b>\$ 299,932</b>

*Action Taken: The Council agreed to move forward with the allocation as detailed above.*

- Institutional Excellence Committee and Strategic Plan Update

Chris stated that the Institutional Excellence Task Force is continuing its work on the 2010-2016 Strategic Plan. The 2001-20016 Grossmont College Strategic Draft Plan will be ready by late September and distributed throughout campus wide committees through the fall and rolled out in the spring. She reminded everyone that the Strategic Plan will guide planning and will integrate with program review.

Meeting Adjourned: 5 p.m.

