

EL CAMINO COLLEGE
Planning & Budgeting Committee
Minutes
Date: November 19, 2015

MEMBERS PRESENT

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| <input type="checkbox"/> Vacant - ECCE | <input checked="" type="checkbox"/> William Garcia– Student & Comm Adv. |
| <input checked="" type="checkbox"/> Connie Fitzsimons – Academic Affairs | <input checked="" type="checkbox"/> Cheryl Shenefield–Administrative Services |
| <input checked="" type="checkbox"/> Jackie Sims -Management/Supervisors | <input type="checkbox"/> Dean Starkey – Campus Police |
| <input type="checkbox"/> Ken Key - ECCFT | <input type="checkbox"/> Nicole Mardesich – ASO, Student Rep. |
| <input checked="" type="checkbox"/> Rory K. Natividad – Chair (non-voting) | <input checked="" type="checkbox"/> Lance Widman - Academic Senate |

Other Attendees: Members: A. Sala, C. Vazquez **Support:** L. Beam
Guest: Josh Troesh

The meeting was called to order at 1:05 p.m. An alternate location was held due to a meeting conflict. I. Graff's presentations will be tabled until the next PBC meeting. R. Natividad will still give a brief overview.

Approval of the October 28 Minutes

1. Page 1, Full-Time Student Success Grants, #1, second sentence, remove the hyphen before state-based grant.
2. Under #2, first sentence, separate Gal Grant into two words.
3. The minutes were approved as corrected and will be posted to the website.

Board of Governors Fee Waiver– W. Garcia (Handout)

1. A handout was distributed to the committee regarding the Board of Governors Fee Waiver and the upcoming changes on eligibility. Beginning fall 2016 there will be new criteria for students to follow. They must maintain academic and progress standards to keep their BOGFW. Once a student is qualified for the BOGFW, it is important to ensure they are meeting the academic and progress standards in order to continue receiving the fee waiver. Students must hold a 2.0 grade average or greater and they must complete over 50 percent of the units they attempt. This is part of the Student Success Act of 2012 and will help to make students accountable. The goal is to have students do well, for example, complete vocational certificates, associates degrees, and/or transfer to a four-year college.
2. It was noted it will be important to notify students of this new criteria. For accounting purposes this could affect the bottom line for the college. The projected amount is not known at this time as students could move from college to college.
3. A three-year study was included which was conducted by Institutional Research showing the potential impact if this criteria was in place during fall 2011 for El Camino College and the Compton Center. It was noted for fall 2011 over 50 percent of students (12,000) here at El Camino College received the BOGFW. At the Compton Center it was estimated to be 70 percent. The study shows of the 50 percent of students who receive the BOGFW, 15 percent would have been at risk of losing the BOGFW. Students who lose their BOGFW will be able to appeal if they meet any of the state mandated reasons for the appeal. The appeal process will be administered by the Admissions and Records office. Brainstorming is being done to figure out how BOGFW recipients can be tracked for accurate recordkeeping.
4. To address the situation of students becoming ineligible and losing their BOGFW, discussions are in progress to see the best ways to communicate with this population in order to sufficiently

alert them. One choice is to put out a message on MYECC so students can be informed on the student portal. They will be informed they are becoming ineligible and will need to go see their counselor to discuss their options. For students who do not check their email, another way is to send a letter to them via U.S. mail.

5. The committee was informed if anyone would like a presentation of the new criteria for BOGFW, please let W. Garcia know so he can set an information session up. Classroom presentations can also be arranged. It was also noted a new computerized software system called STARFISH is forthcoming, which is an early alert system for teaching faculty to communicate with their students and other faculty about their academic standing.
6. A suggestion was given that student equity money could be used to assist in creating an instruction session for new students which would assist them in navigating college for the first time. It was noted Athletics will be doing a similar program called "Bridge to College" which would assist in acclimating new students into the fall semester.
7. It was noted the school will be hiring more counselors who will be dedicated to assisting with the Student Success effort.

BP/AP 3250 – I. Graff (Handout) (Tabled)

1. It was noted the handout distributed is for information only so people are aware we have a document that describes our planning and budgeting process and how everything fits together. This document will change as needed. I. Graff will present this information at the next PBC meeting.

Strategic Plan – I. Graff (Handout) (Tabled)

1. The committee was provided a copy of the Strategic Plan Implementation for review. Concern was expressed regarding the clarity of the Strategic Plan and the Role that PBC plays in the review. It was suggested having a flow chart or a comprehensive summary of the various plans and how they fit or link to each other. It was noted R. Natividad would work with I. Graff to come up with something more understandable for the committee.
2. The committee would like to have demonstration or clarity as to the different plans and how they link together in the process. This would assist future and current members in understanding how all the plans fit together and help inform and guide the college processes.

PBC Informational Packet – R. Natividad (Handout)

1. The packet distributed is similar to what College Counsel is utilizing and a first draft is currently being written. It has been requested that every committee devise a packet similar to this example as their orientation when new members become part of a committee. The committee was asked to review this document and make any suggestions. It was asked if the committee thought if a flow chart should also be included. This will become an official document which will continue to be upgraded.

Closing Statements

1. It was recognized that Gary Turner, long-standing classified representative on the PBC, is retiring. He was a great representative and will be missed.

Adjournment – R. Natividad

1. The meeting adjourned at 1:39 p.m. The next meeting is scheduled for **December 3, 2015, at 1:00 p.m.**, in Library 202.