
EL CAMINO COLLEGE
Planning & Budgeting Committee
Minutes
Date: June 21, 2012

MEMBERS PRESENT

- | | |
|---|---|
| <input type="checkbox"/> DeSanto, Michael – Campus Police | <input checked="" type="checkbox"/> Shenefield, Cheryl – Administrative Svcs. |
| <input type="checkbox"/> Natividad, Rory – Mgmt/Supervisors | <input checked="" type="checkbox"/> Spor, Arvid – Chair (non-voting) |
| <input checked="" type="checkbox"/> Patel, Dipte – Academic Affairs | <input type="checkbox"/> Tomoda, Kenji – ASO |
| <input type="checkbox"/> Quinones-Perez, Margaret – ECCFT | <input type="checkbox"/> Turner, Gary – ECCE |
| <input checked="" type="checkbox"/> Reid, Dawn – Student & Community Adv. | <input checked="" type="checkbox"/> Widman, Lance – Academic Senate |

OTHERS ATTENDING: Francisco Arce, Babatunde Atane, Janice Ely, Alice Grigsby, Jo Ann Higdon, Emily Rader, Michael Trevis, John Wagstaff

Handouts: Letter to Members of the Board (June 14, 2012); Budget Simulation: El Camino CCD; Email from Chancellor's Office (Diane Brady) dated June 15, 2012 – RDA Pass-Throughs; 2012 Facilities Master Plan Planning Data Link to Educational Plan

The meeting was called to order at 1:05 p.m.

Approval of June 7, 2012 Minutes

1. Page 3, #5 – add: \$45,000 was used to augment the CalWORKs work student program *in 2011-12. Lack of funding for CalWORKs will affect services.*
2. Page 3, #8 – may have preliminary numbers for Dental Fund, Bookstore, Campus Police and Child Development Center in July, but numbers will not be known officially until books close in August.
3. The minutes were approved as amended.

Committee members agreed to cancel July 5th and July 19th PBC meetings.

Budget Update – J. Higdon

Tentative Budget FY 2012-13 Letter to the Board – dated June 14, 2012 (presented at June Board meeting)

1. **Cash Flow Threat a Certainty** – co-mingled with tax initiative passing and RDA issues. Will not receive 41% of State funding for 2011-12 until June 2013 even if tax initiative passes. This will affect ECC's TRAN borrowing. There could be \$20 billion in new borrowing next year in the educational system and the current financial market could handle it, but at higher costs for less strong districts (i.e. Compton). No longer allowed to engage in short term borrowing against bond fund. Discussion followed about having ready access to funds without going after TRAN and put a hold on making GASB irrevocable to make funds readily available. Other items to consider include credit rating, bond borrowing and ACCJC accreditation. With cash flow issue, why hire more faculty? Must meet Faculty Obligation Number (FON) determined by the Chancellor's office. Received half of expected payment last May.
2. **Impact of Tax Initiative Not Passing** – Estimated \$5 million reduction impact to ECC (attachment B). Redevelopment issue is a higher risk (\$6 million deficit). Lost approximately 20% FTES between 2008-present.

3. Possible State Budget “Gaps” Regardless of Tax Initiative Passing and Continued Revenue Shortfalls – many believe budget gap will continue to grow. ECC budgeted \$2.5 million of the \$3.2 million February surprise deficit. ECC previously offered more sections; now trimming back to keep more in balance. If State deficit is partly due to lower than expected student fees, why continue to have BOG fee waivers? Viewed as a political maneuver. If fees increase, the State will receive less because more students will qualify for fee waivers. There is no statewide backfill for student fee shortage - just becomes part of February surprise deficit. State regulation to increase GPA qualification for BOG waivers will not take place.
4. RDA Risk (Redevelopment Authority) – as of June, potential risk to ECC was \$6 million (bigger risk than tax initiative). Department of Finance agreed community colleges would be held harmless on RDA risk. Updated budget simulation shows increased net apportionment change to almost \$6 million but no RDA risk. However, the workload reduction percentage and FTES reduction increased and a pocket of community colleges RDA money was used to solve the RDA problem. Where is the RDA fund kept in the budget? Would have been split out and put into capital outlay fund. Neither ECC nor CEC has received much RDA funds in the past. There is no cash flow coming in from RDA.
5. Student Impact –
 - a. Course reductions continue –20% since 2008.
 - b. Remain watchful of the affect of student fee increase.
 - c. Section reductions.
 - d. Unsure of impact the Student Success Initiative and Financial Aid changes will have on FTES.
 - e. Curriculum changes will affect a-b-c-d courses, non-degree applicable courses, and repeatability courses.
6. Responses to these State Fiscal Threats – shown on attachment D.
7. Processes Followed – describes various documents shared with campus committees and endorsement voting.
8. Deficit Budgeting Caution and Ending Balance – projected June 30, 2013 ending balance is \$14.6 million. Estimated June 30, 2012 ending balance is \$18.6 million. Estimated ending balance of \$22 million on list serve is incorrect.
9. Next Steps – cautions regarding the Child Development Center, Bookstore, and Parking funds. Increase in interest expense is related to increased borrowing.
10. Correction to Attachment D – line 30 – Other: Reduce Categorical Back Fill *and Emergency Equipment Fund*.

Comprehensive Master Plan – A. Spor

2012 Facilities Master Plan - Link to Educational Plan

1. The Facilities Master Plan looks ahead to 2020. Page 4.2 shows enrollment for 2010, 2015 and 2020 (over 29,000)
2. Page 4.3 Existing Building Inventory - need to confirm with HMC Architects the *year built* for Humanities, Chemistry, Social Sciences and Physics buildings. The Health Center has 49 rooms? Are there other gyms on campus besides Men’s Gym? Should the Business Training Center and Fire Academy be added? This is a building inventory for buildings on campus. What are *Station Totals*? A. Spor will confirm what Station Total means and if the building was remodeled, why the Year Built date did not change.
3. Page 4.4 – Capacity Load Ratios. The existing building inventory shows in 2011 ECC was overbuilt 126% in lecture space – based on number of students in classrooms and how well space is utilized. In 2020, slight increase projected in lecture space, with decreases in percentage for lab, office, library and instructional media spaces. Should wait to see if building inventory figures are correct to determine correct capacity load ratios. Ratios are based on state standards

assuming classrooms are available from 7:00am to 10:00pm and scheduled during all hours of the day. Most colleges offer prime classes between 9:00am-12:00pm.

4. Page 4.5 – Projected Space Needs. Increased for lecture, lab, office, and instructional media and decreased for Library.
5. Page 4.6 – Planning Principles recap: maximize functional space through renovation and program needs; eliminate non-functional space by removing temporary buildings and replacing aging facilities; improve efficiency/utilization of facilities by consolidating related programs and creating flexible, interdisciplinary spaces; right-size the campus to address program needs; position the District to maximize funding (state and local); and simplify implementation.
6. Page 4.7 – campus map shows existing facilities, what is in design/construction, proposed new construction and proposed renovations. The parking structure/Campus Police structure on Manhattan Beach Blvd. may not happen in this plan because of discussions to add another level and photovoltaic cells to Parking lot F. Request for extension of current bond in November election will go before the Board in July. Bond extension was unanimously endorsed by the Facilities Steering Committee.
7. Page 4.6 – what does it mean to “create flexible interdisciplinary spaces?” It will be described in detail in the completed Facilities Master Plan. Consolidating related programs and creating flexible, interdisciplinary spaces is not in the Educational Master Plan. Some spaces could be shared by different departments on different times of the day. Eliminate dedicated spaces for departments. Percentage of Efficiency is important factor in qualifying for State funding.
8. Fall 2008 data was used for the Comprehensive Master Plan when process began and FTES was much larger compared to 2011. Hoping the dip in FTES is temporary. The message in the Comprehensive Master Plan is not to build larger but to renovate, remodel and upgrade. Showing growth for ECC and CEC. Draft plan still needs minor modifications. Will go to the Board for first and second readings.
9. PBC will not meet before the July Board meeting. Requested vote today whether or not to endorse plan. Vote to endorse the Comprehensive Master Plan draft presentation (without completion or revisions):
 - Yes – 5
 - No – 0
 - Abstain - 0

The next meeting is scheduled on August 2, 2012.

The meeting ended at 2:35p.m.