
EL CAMINO COLLEGE
Planning & Budgeting Committee
Minutes
Date: August 15, 2013

MEMBERS PRESENT

- | | |
|--|---|
| <input type="checkbox"/> Michael DeSanto – Campus Police | <input checked="" type="checkbox"/> Dipte Patel – Academic Affairs |
| <input type="checkbox"/> Sean Donnell – ECCFT | <input type="checkbox"/> Dawn Reid – Student & Community Adv. |
| <input type="checkbox"/> Alice Grigsby – Mgmt./Supervisors | <input checked="" type="checkbox"/> Cheryl Shenefield – Administrative Services |
| <input type="checkbox"/> Vacant – ASO | <input checked="" type="checkbox"/> Gary Turner – ECCE |
| <input checked="" type="checkbox"/> Rory K. Natividad – Chair (non-voting) | <input checked="" type="checkbox"/> Lance Widman – Academic Senate |

Other Attendees: Members – Connie Fitzsimons, William Garcia, Irene Graff, Ken Key / **Support** - Francisco Arce, Linda Beam, Janice Ely, Jo Ann Higdon, Bill Mulrooney, Jeanie Nishime, Regina Smith, Mike Trevis, Will Warren / **Guests** – E. Radar

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

Approval of June 20, 2013 Minutes

The minutes were reviewed and approved with the following corrections:

1. Attendance correction, William Garcia was removed as supported and added as member for meeting attendance.
2. Under enrollment management, #1, **delete:** ECCJC and **replace with:** ACCJC
3. Under enrollment management, #2, after associates: **insert:** transfer degree

Annual Planning – I. Graff

1. Status updates should have been completed for the 2012-13 year. Plans for 2013-14 should be starting shortly.

Campus Planning Model – I. Graff

1. The new planning model (handout included in packet) was distributed for comment and discussion after development by the planning model team. The new model will replace the existing one after campus wide consultation. An overlapping method was used instead of the previous use of arrows in the existing design.
2. The interactive model will be placed on the website to provide additional information about each area.
3. The ultimate goal is to help us be a better institution and so students are provided a better opportunity to learn while improving out outcomes.
4. The planning model is going through consultation throughout campus for discussion, feedback and review.

Budget Items – J. Higdon

1. P2 has been posted and was previously disseminated to the group for review. The large deficit was booked on this one due to the issues with RDA. All the revenue is booked without the deficit.
2. A recent budget workshop did acknowledge the fact that RDA was still an issue and there was no resolution. A document was issued at the budget workshop (handout included in packet) which presented two scenarios. There would still be a small structural deficit of .7% if all the RDA money

was received. In worst case scenario there would be a 2.4% deficit. The .7% deficit was booked by the district. This will be reflected in the final budget by the number on the P2 (\$648,000) minus .7% deficit.

3. Fiscal services is closing the books and has also checked with payroll on a number of payments
4. The district will be borrowing about 465 FTES from this summer. Approximately 340 courses have been added back to the schedule with a possibility of additional added courses if needed in the spring.
5. COLA of 1.57% will be booked as revenue. The growth revenue of 1.65% is not booked as it is common not to until you earn the growth. We are currently booking the maximum revenue possible.
6. Restoration of categorical funding is currently happening. Statewide funding of DSPS was at 15 million which was less than proposed.
7. No change in STRS and only a small percentage increase in PERS. There was a significant reduction in our unemployment insurance rate.
8. There is an ongoing deficit in the Child Development Center. The transfer this year will likely be around \$257,000. A larger amount than in past years.
 - a. There was a discussion requesting information or a report from the child development group. No report or update has been seen by committee members. A significant deficit is expected this coming year.
9. Campus Police reported that daily parking fees will be increased from \$2.00 to \$3.00 and tickets will be raised from \$38 to \$40. This will take affect August 24, 2013. This is in effort to remedy an expected deficit.
10. There will be a possible future change in the name of RDA money to State General Fund money.

Discussion Items/Comments –

1. The excellent service and efforts provided by Campus Police and Chief Trevis were acknowledged.
2. An update on the future of the bookstore was requested so its direction can be reviewed.
3. Growth money of 1.65% is expected but is not booked as it the common practice. FTES target has increased from 18,130 to 18,470 - about 1.7% restoration.
4. The future impact of student success act and new regulations on financial aid and the board of governor's fee waivers were discussed. Starting in fall 2015 any student who is not making academic progress or is on probation will not be eligible for the BOG fee waiver. Approximately 60% of our students currently receive a board of governor's waiver. Approximately 45% to 50% of our students are not achieving a 2.0 cumulative GPA, achieving pace for completion or reaching the 150% maximum time frame. This will result in a dip in number of students.
 - a. Avenues the college can explore in assisting students in understanding the future impact of the implementation was discussed. A report or additional data was requested for discussion at a future meeting.
5. Implementation of the new summer schedule and effect on FTES was discussed. It was reported that about 65% of courses will remain available for use in either year. The remaining 35% will start after July 1st and the FTES will be utilized in following year projections.
 - a. FTES Goal for 2013-14 is to make up the 465 FTES plus the additional growth of 470 FTES. The college goal is currently 18,900 FTES.
6. Members were asked to review the handout on future PBC dates.

Adjournment – R. Natividad

The meeting adjourned at 1:58 p.m. The next meeting will be held **Thursday, August 22, 2013 at 3:00 p.m.**, in Library 202.

RKN/lmo