

EL CAMINO COLLEGE
Planning & Budgeting Committee
Minutes
Date: October 3, 2013

MEMBERS PRESENT

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

Other Attendees: Members - William Garcia (Alt. SCA), Ken Key (Alt. ECCFT) Emily Rader (Alt. Academic Senate), Ericka Solarzano (Alt. Campus Police) **Support** - Francisco Arce, Jeanie Nishime, Jo Ann Higdon, John Wagstaff

The meeting was called to order at 1:04 p.m.

Approval of September 19, 2013 Minutes

The minutes were reviewed and approved with the following corrections:

1. Page 1, under Statement of Purpose, after recommended by **delete:** Grisby, **replace with:** Grigsby.

The minutes will be posted as presented with the one correction.

Review of Agenda Items

1. An agenda item was added regarding implication of BOG waivers on campus funding.

Statement of Purpose – R. Natividad

1. The statement of purpose was brought back with the revisions as previously discussed. The committee was in agreement with the statement's content.

Annual Calendar – R. Natividad

1. Irene Graft will be working on a new and improved set up for the annual calendar. A draft will be brought back to the committee at a future date for their input.

Plan Builder Priorities – J. Higdon

1. A handout, Plan Builder Funding –Vice Presidents' Priority, was distributed. The items listed have gone through the plan builder process. A plan number will need to be connected to each item. The items were divided into various groups and categories this year in order to track them better.
2. Group Z will be classified as furniture and is relatively a small amount. It was clarified all of the listed items are the priorities of all of the vice presidents, not just one. It was noted that items will be added and account numbers soon be assigned to all the items listed.
3. Group #1 was detailed as hardware and software.

Implication of BOG Waivers/Campus Funding – L. Widman

1. Conversation and discussion about the effect of decreased numbers of BOG waivers and apportionment. Practice is that the district reports those student fees that are collected.

Futures – Goals and Matrix Development – R. Natividad

1. Developing goals/matrix for the comprehensive educational plan will be a goal our committee will need to look at. The committee will need to look at has been done over the past year and the evaluation is one tool which will be essential in this process. The evaluation will be coming out soon.

Adjournment – R. Natividad

The meeting adjourned at 1:41 p.m. The next meeting will be cancelled and rescheduled for **November 7 at 1:00 p.m.**, in Library 202.

RKN/lmo

Draft