

EL CAMINO COLLEGE
Planning & Budgeting Committee Minutes
Date: October 18, 2018

Y	Jose Anaya - Community Advancement	Y	David Mussaw - ECCE
Y	Brian Fahnestock - Chair (non-voting)	Y	Chinua Taylor-Pearce - ASO, Student Rep
Y	Amy Grant - Academic Affairs	Y	Gary Robertson - Campus Police
Y	Jeffrey Hinshaw - Administrative Services	Y	Jackie Sims - Management/Supervisors
Y	Ken Key - ECCFT		Greg Toya - Student Services

Alternate Members: S. Porter, S. Waterhouse, S. Van Buren

Support: B. Fahnestock, A. Leible, R. Miyashiro, C. Pineda

Other Attendees: C. Jimenez

The meeting was called to order at 1:02 p.m.

Approval of the [September 6, 2018 Minutes](#)

1. The minutes of September 6 were presented to the committee for approval. The minutes were approved as presented. The minutes will be posted to the website.
2. B. Fahnestock motioned that items 6 and 7 of the Agenda, Board Policy 1200 – Strategic Initiatives & Alignment with Comprehensive Master Plan be moved up above items 4 and 5.

Final Review of [College Plan](#) –J. Shankweiler

1. Dr. Shankweiler presented the College Plan stating that this plan had been reviewed by all VPs. It was unanimously agreed upon by the VPs that the only funding which would be approved is instructional equipment and scheduled maintenance of facilities equipment.
2. Deans within each Division ranked the items and communicated their decisions to their VP.
3. B. Fahnestock motioned for approval of the College Plan as presented. The motion was seconded and the College Plan was approved by the PBC.

Budget Cuts (\$3 million)

1. Some adjusted changes to the budget were highlighted for the committee. The committee will receive a new, updated copy of the budget later this afternoon. The unrestricted general fund, fund 11, is the area where a lot of changes have been done. In the past there was a method of budgeting where an anticipated savings of \$3 million was carried over from the prior year. This style of budgeting is not favored but it needs to be done again. We need to minus the \$3 million from this budget and then spend the next few months figuring out how to actually reduce the budget by the \$3 million. The budget is more accurate than it has been in the past so there is more of a likelihood that everyone will actually spend what they have in their budgets.
2. At the end of this year, we will be losing roughly \$5 million from the Compton partnership. It will be important to forge ahead to work on the \$3 million reduction now so we can be on our way to accomplishing our reduction goal.
3. Over the next few months, there will be meetings with everyone to see how we can

best arrive at savings to reach a \$3 million reduction. It was noted that last year there was \$2 million in savings as some areas did not utilize all of their funds. The departments were asked if they still needed the unspent funds for this year and they confirmed they did. This leads to the belief there is still some cushion in some of those budgets which could be reduced in order to assist in reaching our \$3 million reduction without any real hard cutting.

- 4 The activities associated with the funds 14 and 15 (Compton) will end with the termination of the partnership between Compton and El Camino (roughly \$4.7 million).
- 5 B. Fahnestock touched on the new Student Based Funding Formula. Historically, we budgeted based on enrollment size. El Camino's FTEs have maintained since the 1980s. The new funding formula will be based on student success metrics. Discussion then moved to the impact that the new incentives would have on student success and finances as the majority of our students qualify for fee waivers.

Campus Climate Survey Plan

1. Carol Pineda presented the results from the Campus Climate Survey. Overall, the satisfaction level of both students and employees is very positive. It was noted that about 35% of our student body has experienced food and home insecurity in the last 18 months. The results from LACCD are over 60% in these areas.
2. Overall, students and staff feel safe on campus during the day and 65% do not feel safe on campus at night. The data is being further analyzed and measures are being taken to address the particular needs of our campus.

Adjournment

1. The meeting adjourned at 2:04 p.m. The next meeting is scheduled for **October 15 2018** at 1:00 p.m. Location to be determined later.