

**EL CAMINO COLLEGE Planning & Budgeting Committee**  
**Minutes Date: January 16, 2020**

√	Jose Anaya - Community Advancement		Ruben Sagastume - ASO, Student Rep
√	Amy Grant - Academic Affairs		Gary Robertson - Campus Police
√	Iris Ingram – Co-Chair (non-voting)	√	Jackie Sims - Management/Supervisors
	Ken Key – ECCFT		Greg Toya - Student Services
	David Mussaw – ECCE		Josh Troesh – Academic Senate
	Vacant – Administrative Services	√	Viviana Unda – Co-Chair (non-voting)

**Alternate Members:** W. Cox, U. Kainat,

**Support:** J. Miyashiro, J. Hinshaw, B. Atane, R. Miyashiro, A. O’Brien,

**Other Attendees:**

The meeting was called to order at 1:00 p.m.

1. Approval of [Minutes](#) – December 19, 2019  
 Minutes approved with adopted changes.

2. Chancellor’s Office – Budget Workshop Update

Iris and President Maloney were at the Governor’s Budget workshop yesterday where they discussed the health of the state’s economy, which feeds into the budget that was released last Friday. There are no cuts and the Governor is focusing on vision for success, global warming, homelessness, fire etc. Information below is statewide:

- No change to the Student Centered Funding Formula (SCFF) for FY2020-21. Therefore, it will be the current budget plus COLA.
- Governor proposed COLA of 2.29%.
  - Lot of misconception about COLA.
  - COLA is not reserved for salary increase.
  - COLA is to cover the increase in cost for things.
  - President is going to be doing a Town Hall on the budget process in February.
- \$14 million for faculty diversity.
- \$11.4 million for Food Pantry (includes, housing, food etc.).
- \$10 million OER (online education).
- Do not have a dollar amount, but there will be monies put aside for legal services for DACA students and Dreamers.
- \$17.2 million in deferred maintenance (divided among 114 CCD’s).
- \$700,000 for SB 206 (conduct a study for college athlete’s use of the athlete’s name, image, and likeness for compensation).
- \$27.6 million for capital outlay funds outside of local bond. Currently, we have the Music Building project that is a 50% match by the state. This is in the Governor’s budget. We will know by late June if the legislative branch passes it.
- Governor Newsom is using some of the reserves and not adding any more money into the reserve.
- We are still anticipating a recession within one to two years.
- ECC has adequate reserve, but we are still at deficit spending, which means we are spending more than we are taking in. We are trying to offset some of Fund 11 expenses to restricted funds.
- We are at hold harmless with SCFF. They have extended SCFF for another year to 2022-23. We will still be using a three-year averaging for budget.
- We still do not know our P1 allocation.

### 3. Communication of Budget Process

- For the Nuventive template, we need to figure out the additional information that is needed for fiscal and planning to add clarity and transparency. We need to define some of the budget terminology and Shobhana will schedule a 90-minute meeting with Fiscal, Iris and Institutional Research & Planning (IRP) department.
- Budget request from area should be based on your annual plan and the narrative should translate to resources. Fiscal will define the best source of monies for these resources.
- The rubric will have all the VP's input; we will have clear definition for all items, such as broken equipment vs new equipment etc. Rubric will be ready by May 2020.

### 4. Strategic and Annual Planning Update

- 2020-23 Strategic Plan is being board approved on Tuesday; it has gone through the entire collegial consultation group.
- We will have a consultant coming to train everyone on how to develop indicators at the Strategic Planning meeting on April 10 and May 15.
- Brad Phillips, author of "Creating a Data-Informed Culture in Community Colleges: A new Model for Educators", will be helping us at the April 24 Planning Summit.
- September 15<sup>th</sup> is when the pilot program for Nuventive for budget request & annual plan will go live. The pilot group will include areas under Human Resources, areas under President's Office and areas under Administrative Services.
- Working on putting together the rubric, template and timeline.
- Two reports are posted on the IRP webpage: [Planning Summit 2019](#) and the [Strategic Initiative 2015-18](#).
- The Comprehensive Master plan, which collects information from the [Staffing Plan](#), [Technology Plan](#) and the [Facilities Master Plan](#).

### 5. Others Discussion

- If the Town Hall is after our next meeting, then this group will get to see the presentation before it is made to campus on the details of budgeting.

### 6. Adjournment

The meeting adjourned at 2:03p.m.