

EL CAMINO COLLEGE
Planning & Budgeting Committee
Minutes
Date: February 16, 2017

MEMBERS PRESENT

- | | |
|---|---|
| <input checked="" type="checkbox"/> William Garcia– Student & Comm Adv. | <input checked="" type="checkbox"/> Rory K. Natividad – Chair (non-voting) |
| <input checked="" type="checkbox"/> Amy Grant – Academic Affairs | <input checked="" type="checkbox"/> Cheryl Shenefield–Administrative Services |
| <input checked="" type="checkbox"/> Ken Key - ECCFT | <input type="checkbox"/> Jackie Sims -Management/Supervisors |
| <input type="checkbox"/> Araceli Rodriguez – ASO, Student Rep. | <input type="checkbox"/> Dean Starkey – Campus Police |
| <input checked="" type="checkbox"/> David Mussaw – ECCE | <input checked="" type="checkbox"/> Josh Troesh - Academic Senate |

Other Attendees: Members: A. Sala,
Support: I. Graff, J. Higdon, J. Nishime, J. Shankweiler
Guest: W. Warren

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

Approval of the January 19, 2017 Minutes

1. Page 3, #5, correct name to: **C. Shenefield**.
2. Page 3, #2, second sentence, correct: **change** to: **chance**.
3. Page 1, #2, correct third word in the first sentence to: **outlay**.
4. The minutes were approved with the noted corrections. The minutes will be posted to the website.

Compton Accreditation Update – J. Nishime

1. The Compton Center will be having a comprehensive evaluation of their accreditation the week of March 6. The accreditation team will be ensuring they are meeting all of the accreditation standards. It was noted that sometime in early July, a notification should be released informing us they have been granted candidacy (either for two or four years). The best case scenario would be two years during which Compton would write another self-evaluation and another team would visit again in two years to do another evaluation to then determine if they should be an accredited institution. In support of their candidacy, it has been determined that Compton's elected board can have their authority restored. It was noted for the last 11 years; Compton has been under the authority of a special trustee.
2. A special trustee will continue to be assigned to Compton through the full accreditation process, with the authority to rescind decisions. The special trustee is in place due to Compton having a loan from the State. The State wants to ensure their money is being spent appropriately. Currently the interview process is taking place to fill the position of special trustee.

College Night Preview – W. Garcia

1. The office of Outreach and School Relations will be hosting a Spring College Night on Wednesday, April 26 from 5:30 – 8:30 p.m. This is a follow-up to the college night which was held last November. The target audience for this event will be high school sophomores and juniors. They will learn of the educational opportunities and support services that El Camino College has to offer. Participation was encouraged as the program gives the campus and opportunity to showcase their programs.

2. The majority of the activities will take place in the area above the bookstore, the North Gym, and the Student Services Center.
3. Another event noted was Space Day (Saturday, March 11) which will be taking place next month. It was reported this event has become so popular that enrollment for the event had to be shut down on the first few days. Over 2,000 have registered for this popular event. The registration link has been taken down because of the overwhelmingly, positive response.

South Bay Promise – A. Sala/W. Garcia (handout)

1. El Camino College launched the South Bay Promise in 2014 with two school districts within the El Camino Community College District: Inglewood Unified School District and Centinela Valley Union High School District. The program began with 30 students from each district to come to El Camino and during the first year of enrollment, El Camino would pay for their enrollment fees and textbooks for participation in the First-Year Experience Program. The program has currently grown from 12 to 60 students in the program.
2. In the fall of 2017, the program will expand to include Torrance Unified School District. El Camino will be redefining and expanding the program in the fall of 2018 to all public high schools and continuation schools in the college district.
3. Currently this program is very affordable as the students are on Board of Governors Fee waivers (BOGFW). Next year it is anticipated the program will have 90 students and they will not all be BOGFW which means there will be more money needed for financing. The anticipated cost for next year is projected at \$81,600. In 2018/19 it is anticipated there would be approximately 500 students with at least half of them not having any BOGFW. This creates a higher price tag which will require more fundraising hopefully with some corporate partners and the community. The goal is to fund annual expenses and to create an endowment.

Comprehensive Master Plan – I. Graff (handout)

1. The final draft of the Comprehensive Master Plan was presented to the committee for general review. It was noted the PBC will still be in charge of evaluating the plan but now it will be a little more structured. The web link to the plan was reviewed to assist in showing how to navigate the various areas of the plan. Once the plan is approved by the Board, it will be good for the next five years.
2. R. Natividad will send out the link to the committee after the meeting so they can take a more detailed review of the plan.
3. It was noted Cabinet would like to proceed with a phase two of educational master planning that drills down into the program level.

Fiscal Health Risk Analysis – J. Higdon (handout)

1. The Fiscal Health Risk Analysis was presented and reviewed by the committee. The report was very positive and noted the risk analysis at this time for El Camino is scored between 0-5 which is low. VP Higdon provided a step by step review of the multiple page document covering 19 key fiscal indicators. The district currently finds itself fiscal health is acceptable in all 19 key fiscal indicator areas. Members were encouraged to review and submit questions to VP Higdon for any clarification.

Budget Book Page 31/32 – R. Natividad (handouts)

1. The revisions of the criteria were presented with suggested changes from the last meeting for the committee to again review. A discussion item was noted on ensuring student and community access to courses and convenience in completing their educational goals. After discussion the committee provided language to include in the budget development criteria page of the budget.

Adjournment – R. Natividad

1. The meeting adjourned at 2:02 p.m. The next meeting will be held on **March 2, 2017** in Library 202.