

EL CAMINO COLLEGE
Planning & Budgeting Committee
Minutes
Date: February 6, 2014

MEMBERS PRESENT

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

Other Attendees: Members – David Brown, Irene Graff, Emily Rader, **Support** – Francisco Arce, Jeanie Nishime, Lynn Lindberg, William Garcia, Jo Ann Higdon, Nina Velazquez, Connie Fitzsimmons, Mike Trevis, Babatunde Atane

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

Approval of January 16, 2014 Minutes

The minutes were reviewed and approved with the following corrections:

1. Adjournment, #1, **delete: 20th, replace with: 6. Delete: 1:05, replace with: 2:05.**

Financial Projection Dartboard/Five-Year Projections– J. Higdon (document provided)

1. A handout of the SSC Community College Financial Projection Dartboard for the Governor's 2013-2014 May Revision and Five-Year Budget Assumptions was distributed to the committee. A corrected copy will also be forwarded to the committee.
2. The goal for the meeting is to set an estimate for the dartboard for future years of COLA and growth. This will help set the foundation for accounting so money can be put into it. Originally the projection from school services for the statutory and funded COLA for 2014/15 was 1.8% for next year. Now the governor's proposed budget has only half that amount - .86%. For 2014/15 there was consensus from the group to use .86% for funded COLA and have the statutory COLA stay at 1.8%.
3. The committee was asked what projection they would like to use for the SSC for future years. The future statutory COLA projections were read as follows: 2015/16 – 2.20%, 2016/17 – 2.4%, 2017/18 – 2.6% and 2018/19 – 2.7%. The future funded COLA were read as 2015/16 – 2.20%, 2016/17 – 2.4% and 2017/18 – 2.4%, 2018/19 – 2.7%. After discussion it was agreed these will be the numbers utilized for the projections.

Enrollment Report – F. Arce (handout provided)

1. It was noted the initial growth funding for this year is listed at 1.63%. For 2014/15 the state has listed 3% but the college is planning 4% in growth which would bring us to 19,209 FTES. It was noted the reason 4% growth is being utilized instead of 3% is it is believed there are districts that will not be able to reach the 3% funded growth. If this scenario happens, there will be extra money in the system which we could possibly receive. If this is not the case and everyone needs the money, we will then be funded at 3% growth.
2. It was noted the college made our trend for spring and is a little above our goal by 1.6%. Currently for spring 2014, we believe we have 8,235 FTES. Late start classes for spring are anticipated to generate

additional FTES. Additional classes (20-25 sections) will be added to the spring schedule to help bolster up enrollment.

3. The section comparison goals for 2014/15 were reviewed. The goal is to reach 19,200 FTES. For summer the growth has already been put in. Summer will be increased by 25% so summer should have 500 sections. In fall we are projecting 2,207 sections. The goal is to have a robust summer which will carry over into fall so it can be grown by 7%. Spring 2015 will then be a smaller semester. In total, the college is projecting 4,687 sections for the year which is an increase of about 160 sections. It was agreed the figure of 4% will be used for 2014/15.
4. Input of projection numbers for growth was requested for future years. It was suggested we do not go over 19,500 FTES as our goal. It was agreed that the goal would not go beyond 4% a year.
5. It was reported P1 has still not been posted. It also was noted the previous year of RDA funds have still not been received.

CCCCO Changes to BOGFW – W. Garcia

1. The Board of Governors voted to enact the minimum academic and progress standards for BOG eligibility which takes effect fall 2016. Students must have a 2.0 grade-point average and they must complete 50 or more of their attempted units. Only foster youth are exempted from this policy. The Board of Governors agreed to also study additional groups to see if they should be exempted in the future.
2. It was noted if the students do not met the criteria for this new process we might see a drop in enrollment. Information on what the effects of this legislation will have on our students will be brought back to this body at a future meeting.
3. The importance of a state-wide database was mentioned so students could be tracked in this process. A lot of proactive steps and outreach is being done to help address this issue with the students.

Annual Plan Updates – I. Graff (handout provided)

1. It was reported goals were developed by the Student Success Advisory Committee for ACCJC mandated student achievement measures. It has been recommended to set higher aspirational goals as a target for the future. Development of action plans will be done to assist the student body to perform at these higher measures. The goal will be to review and discuss these achievement measures on an annual basis.
2. The Planning Policy and Procedure is currently being developed and will be brought to the committee for discussion and review.
3. Unit plans are due February 15. This due date has been moved up by two weeks so it is suggested that everyone remind their constituents. This revised date will help the area plans in their developmental stages.
4. The student equity plan is in the works and more information will be forthcoming at a future meeting.

Closing Comments

1. In relation to planning, one of the biggest changes we are going to see is more emphasis on student achievement and documenting their success, retention, degree and certificate completion, and transfers. Institutions will essentially be assessed on their progress in all of these areas. A huge change forthcoming will be information will be much more statistically based.

Adjournment – R. Natividad

1. The meeting adjourned at 2:02 p.m. The next meeting will be **February 20 at 1:00 p.m.**, in Library 202.