



**PLANNING & BUDGETING COMMITTEE**

**December 3, 2015**

**1:00 - 2:30 P.M.**

**Library 202**

Facilitator: Rory K. Natividad

Notes: Linda M. Olsen

**STATEMENT OF PURPOSE**

The Planning and Budgeting Committee serves as the consultation committee for campus-wide planning and budgeting. The PBC assures that the planning and budgeting are interlinked and that the process is driven by the mission and strategic initiatives set forth in the Strategic Plan. The PBC makes recommendations to the President on all planning and budgeting issues and reports committee activities to campus constituencies.

**SI – C – Collaboration**

Advance an effective process of collaboration and collegial consultation conducted with integrity and respect to inform and strengthen decision-making.

**Members**

- |   |  |
|---|--|
| <input type="checkbox"/> Vacant – ECCE                          | <input type="checkbox"/> William Garcia - Student & Community Adv.   |
| <input type="checkbox"/> Connie Fitzsimons - Academic Affairs   | <input type="checkbox"/> Cheryl Shenefield - Administrative Services |
| <input type="checkbox"/> Jackie Sims- Management/Supervisors    | <input type="checkbox"/> Dean Starkey – Campus Police                |
| <input type="checkbox"/> Ken Key - ECCFT                        | <input type="checkbox"/> Nicole Mardesich – ASO, Student Rep.        |
| <input type="checkbox"/> Rory K. Natividad - Chair (non-voting) | <input type="checkbox"/> Lance Widman - Academic Senate              |

**Alternate Members / Support**

- |  |   |   |
|--|---|---|
| <input type="checkbox"/> Linda Beam – Support          | <input type="checkbox"/> Chris Jeffries – Support       | <input type="checkbox"/> Claudia Striepe - Support        |
| <input type="checkbox"/> Janice Ely – Support          | <input type="checkbox"/> Jeanie Nishime – Support       | <input type="checkbox"/> Michael Trevis – Alt. Adm. Serv. |
| <input type="checkbox"/> Amy Grant - Alt., Ac. Affairs | <input type="checkbox"/> Emily Rader – Alt. Ac. Sen.    | <input type="checkbox"/> Vacant - ECCE                    |
| <input type="checkbox"/> Andrea Sala – Alt. SCA        | <input type="checkbox"/> Jean Shankweiler – Support     | <input type="checkbox"/> Vacant – Alt. ECCFT              |
| <input type="checkbox"/> Irene Graff – Support         | <input type="checkbox"/> Vacant –Alt.Mgmt./Sup.         | <input type="checkbox"/> Chris Vazquez – Alt. ASO         |
| <input type="checkbox"/> Jo Ann Higdon – Support       | <input type="checkbox"/> Ericka Solarzano - Alt. Police |   |

**AGENDA**

- |   |                |           |
|---|----------------|-----------|
| 1. Draft Minutes Approval – November 19, 2015   | R. Natividad   | 1:00 P.M. |
| 2. Student Equity Plan                          | J. Shankweiler | 1:10 P.M. |
| 3. BP/AP 3250 – Institutional Planning (Review) | I. Graff       | 1:25 P.M. |
| 4. Strategic Plan Implementation Review         | I. Graff       | 1:35 P.M. |
| 5. PBC Informational Packet                     | R. Natividad   | 1:45 P.M. |

<http://www.elcamino.edu/administration/vpaa/docs/SEP-Draft8-11-30-15.doc>

**Next meeting – December 17, 2015**

### Committee Funds and Financial Terms Glossary

General Unrestricted	Fund 11
General Restricted	Fund 12
Compton Center Related Activities	Fund 14
Special Programs Compton Center Partnership	Fund 15
Student Financial Aid	Fund 74
Workers Comp.	Fund 61
Capital Outlay Projects	Fund 41
General Obligation Bond	Fund 42
Property & Liability Self-Insurance	Fund 62
Dental Self-Insurance	Fund 63
Post-Employment Benefits Irrevocable Trust	Fund 69
Bookstore	Fund 51

WSCH =	Weekly Student Contact Hours
BOGFW =	Board of Governors Fee Waiver
FTES =	Full Time Equivalent Students
FTEF =	Full Time Equivalent Faculty
COLA =	Cost of Living Adjustment
OPEB =	Other Post-Employment Benefits
FON =	Faculty Obligation Number

\* A complete list is available in the annual final budget book.

## **Planning and Budgeting Committee 2015 Goals**

1. Conduct a college wide evaluation of the planning and budgeting process. [last conducted in Spring 2011
  - a. Measure: Evaluation, discussion and action plan completed.
2. Review and endorse the Comprehensive Master Plan and sub plans to ensure that they are:
  - a. Supportive of the Mission and Strategic Plan,
  - b. Integrated with other college planning and budgeting,
  - c. Implementable, and
  - d. Achievable.
3. Evaluate progress on the Strategic Plan including Institutional Effectiveness Outcomes and Strategic Initiative Objectives.
4. Develop an informational packet to orient new members
5. Work to develop a common template for various constituent groups use on the website.