

EL CAMINO COLLEGE
Planning & Budgeting Committee
Minutes
Date: April 7, 2016

MEMBERS PRESENT

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

Other Attendees: Members: A. Sala **Support:** I. Graff, J. Higdon, J. Nishime
Guests: J. Troesh, Susana Prieto, Will Warren

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

Irene Graff will be filling in for today’s meeting as acting chair.

Approval of the March 3, 2016 – Minutes

1. The minutes were approved as presented and will be posted to the website.

Foundation – A. Sala (handouts)

1. A. Sala did a presentation updating everyone on the Foundation and their activities for the college. It was noted if anyone wanted to see copies of the Foundation’s financial information, to please email A. Sala.
2. This year the Foundation had a retreat and came up with a vision: Educational Opportunities and Success for Every Student. A mission was also devised: To develop community relationships and raise funds to support student success in education and life.
3. The Foundation was formed in 1982 and has experienced a large amount of growth over the years. In November 1983 the Foundation was recognized by the IRS as a 501C3 corporation thus making donations tax deductible for the donor.
4. The scholarship program is the largest program for the Foundation. All the data that was presented for today’s meeting is based on the 2014-2015 year. Last year the Foundation awarded 569 scholarships (\$1.4 million). It was also noted private donations which are funded totaled approximately \$500,000. The Foundation also donated \$1.5 million to campus programs and accepted \$1.3 million from estate gifts, annual donations, grants, and campus/division fund-raising efforts. Any division that does any fund raising or does a grant which requires a 501C3 non-profit designation comes through the Foundation.
5. Additionally, funds are also raised through a “direct-mail campaign” for an emergency tuition and book fund program.
6. Money was raised last year in the amount of \$425,000 for a STEM endowment which was a two-year funding campaign. This money will sit in the bank and the interest from the money will be available to support different STEM activities.
7. The annual operating budget is listed at \$478,000 for the Foundation. At the end of last year (June 2015), the Foundation’s assets were \$12 million (cash investments, accounts receivable, gift annuities, and osher endowments). Investments are currently valued at \$7.7 million and as of February 29 assets are listed as \$11.3 million.

8. In 2015 the Foundation decided to do a dormitory project, mainly for international students. This program was targeted to offer affordable housing for the students. The concept would have worked if there was 100 percent participation in the project; unfortunately the highest participation rate has only been 82 percent. It was noted the lease is up in December and it has not been a good investment.

Institutional Effectiveness Partnership Initiative (IEPI) - I. Graff (handouts)

1. The Institutional Effectiveness Partnership Initiative is a state requirement to report a framework of performance indicators for each community college. It is budgetary legislation that is linked to receipt of SSSP funds. The Chancellor's office has set up a portal to report data on our college's behalf. It is a series of student achievement outcomes as well as institutional health outcomes. It was noted the college has an institutional effectiveness outcome list with five-year goals which predates this IEPI framework of indicators.
2. The timeline of this process was presented to the committee. It was pointed out the college is going to have to make three decisions with the consultation of the PBC on this process:
 - a. Set new short-term (one year) and long-term (six year) goals for existing college and district performance indicators
 - b. Select a College Choice Student Achievement measure and set goals (required)
 - c. Select an Optional College Choice measure and set goals.

It was noted an important thing to keep in mind is what we want to present to the public in terms of how the college wants to improve as an institution.

3. The committee reviewed the various proposed indicators and goals for the IE Framework for 2016 as presented from the handout. The goals being worked on are the goals for 2021 and 2022.
4. It was clarified there will be no penalty for not reaching a goal but there would be a penalty for not setting a goal.
5. Following feedback gathered in the consultation process, the PBC will be asked to endorse a set of indicators and goals to publish at its May 5th meeting.

2016 Student Success Scorecard & Institutional Effectiveness Outcomes – I. Graff (handouts)

1. The student success scorecard was published March 30. This is based on different state mandated legislation for all three public higher education systems levels to report an accountability framework. The scorecard and goals were reviewed by the committee.

Adjournment – R. Natividad

1. The meeting adjourned at 1:55 p.m. The next meeting will be held **April 21, at 1:00 p.m.**, in Library 202.

RKN/lmo