

EL CAMINO COLLEGE
Planning & Budgeting Committee
Minutes
Date: May 1, 2014

MEMBERS PRESENT

Members

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

Other Attendees: Members – David Brown **Support** – Babs Atane, William Garcia, Irene Graff, Michael Trevis, John Wagstaff, Will Warren

The meeting was called to order at 1:03 p.m.

Approval of April 3 and 17, 2014 Minutes

1. The minutes for April 17 were reviewed and approved as presented.
The minutes for April 3 were reviewed and approved with the following corrections:
Under Budget Updates, #1, **delete: STERS, correct to: STRS.**
Under Planning Updates, #1, **delete: ADHOC, correct to: adhoc**

Updates

1. It was noted there has been no update on GASB 68.

Transition to Higher One – W. Garcia (handouts)

1. El Camino College and the Compton Center are transitioning from Sallie Mae Business Solutions to Higher One for the disbursement of federal student aid. El Camino College began working with Sallie Mae to disburse student aid in 2009. Last year in 2013 Higher One acquired Sallie Mae Business Solutions. The District at this point had three options to consider: 1) Go out to bid again to see what entities were out there to assist us with the disbursement of student aid, 2) Continue with working with Higher One since they were the ones who acquired Sallie Mae, or 3) Revert back to issuing every student hard copy checks. After looking at possible other vendors, it was determined the college would go with Higher One. Beginning fall 2014 for the 2014/2015 award year, we will be utilizing Higher One for the disbursement of federal student aid.
2. Students will have three options in the way they will receive their federal student aid. They will have to go on line and choose their preference in how they will receive their financial aid. The options are as follows:
 - 1) El Camino College Debit Card - This will be sent out automatically to all students who apply for financial aid and who will be receiving money from the PELL grant. A flyer will go out showing the students what to expect when receiving the new debit card. The debit cards may be used anywhere MasterCard is accepted.
 - 2) Direct Deposit – Students may request to have their financial aid disbursements deposited into an existing checking account. Their financial aid funds will become available to them two to three business days after the disbursements are made.
 - 3) Hard Copy Paper Check – Students may request to receive a paper check. The checks will be mailed via the U.S. Postal Service and will arrive five to seven business days after disbursements are made. Various venues will be used to inform the students of the critical nature of having

their correct address listed so they can ensure they receive their check in an expeditious manner. This information has been added to the El Camino and Compton Center web pages.

3. Higher One representatives will be here during the first major disbursement in the fall to help during the transition period. In the financial aid computer labs at both campuses, there will be courtesy phones which will serve as hot lines (next to the computer) which will link the students directly to a live person at Higher One. A thank you went out to the Fiscal Services and the ITS departments for their vital assistance during this transition period. Updates regarding the students will be sent to Higher One on a daily basis.
4. It was noted acquiring an early alert program has been considered from possible additional funds that are received from the student success and support programs.

Planning Summit Recap – I. Graff (handout)

1. A thank you was given out to people who attended the six-hour planning summit. A reminder was given that the strategic plan is a five-year vision and plan in how we want to improve the institution. The strategic initiatives are focused areas of where we want to be in this institution.
2. The philosophy and values were not revised during the summit because people resonate and approve these items as they are currently defined.
3. The mission was changed as follows: El Camino College makes a positive difference in people's lives. We provide excellent comprehensive educational programs and services that promote student learning and success in collaboration with our diverse communities. It was noted that the word "diverse" was put back into the mission statement because of it being a core value. In collaboration replaced "in partnership with". This new mission statement has received strong feedback.
4. The vision now reads as follows: El Camino College will be the college of choice for successful student learning that transforms lives, strengthens community, and inspires individuals to excel. It was important to have the community aspect represented in this statement. It was also noted that the addition of "successful student learning" was a new key addition to the vision statement. Strategic initiatives will be touched on next time. Strategic initiatives should speak to the outcomes and touch on what is to be achieved.

General Budget Update

1. It was noted discussion on the tentative budget is usually addressed in June but the timeline has changed and school ends in May this year. Attendance of the PBC may be down in June and members might not be available to address the tentative budget topics. The committee was asked to be aware and give their input of the following topics as they lead up to the tentative budget discussions: five-year projections, the dashboard, STRS/PERS, and GASB. It was noted the May revise will be forthcoming and should be able to be addressed at the May 15 meeting.

Adjournment – R. Natividad

1. The meeting adjourned at 1:45 p.m. The next meeting will be **May 15 at 1:00 p.m.**, in Library 202.

RKN/lmo