

EL CAMINO COLLEGE
Planning & Budgeting Committee
Minutes
Date: May 19, 2016

MEMBERS PRESENT

- | | |
|--|---|
| <input checked="" type="checkbox"/> Connie Fitzsimons – Academic Affairs | <input checked="" 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 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 type="checkbox"/> Lance Widman - Academic Senate |

Other Attendees: Members: A. Sala **Support:** L. Beam, J. Higdon, J. Shankweiler
Guests: A. Leible, J. Troesh

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

Approval of the April 21 and May 5 Minutes

1. The minutes for April 21 and May 5 were presented for approval.
2. April 21 minutes, page 2, **change update to:** Human Resource Update.
3. The minutes for May 5, page 2, Technology Update, **capitalize:** Colleague.
4. Page 1, PBC Member Changes, #2, after Classified staff, **Add:** alternate representative.
5. Correct the time the meeting was called to order to: 12:04 p.m.
6. The minutes for April 21 and May 5 were approved with the corrections as noted. The minutes will be posted to the portal.

Budget Update – May Revise – J. Higdon (handout)

1. It was noted the focus on this hand out is mainly on the unrestricted general fund. It was noted Proposition 98 is split between community colleges and K-12 and is being maintained at 10.93 percent.
2. The COLA being projected was only 4.7 percent but in the Governor’s revise, COLA is listed as zero.
3. There is a small increase proposed to the base which should be used for the pension liability.
4. It was noted there will be one-time funds to reduce the expected property tax deficit. We won’t know what P2 will be until June. They are using a new term for this: reimbursement of mandated cost.
5. There is also a plan of giving 2 percent for growth funding. There are 20 to 22 districts that are going into stabilization this current year. The committee was reminded our goal is to get our FTES as high as possible for the current year in order to help us out for next year. Next year we will more than likely be in stabilization. Stabilization will protect us fiscally for one year only.
6. Last year we received one-time funds which was put into our ending balance and designated these funds to be used only for one-time expenditures. It appears they will be doing something like this again for this next year.
7. We will be receiving some funds for scheduled maintenance and instructional equipment. It looks like it will be a significant amount of money at this point.
8. Proposition 39 energy efficiency funds will help us fund energy saving projects around campus. Recently LED lights have been installed in the parking structures to help lower costs. It was noted we will possibly be receiving a rebate from the Edison Company in the amount of \$60,000 to

\$70,000 for the lighting which was just completed. This project was a changing out of all of the brackets for our light fixtures.

9. The committee was encouraged to get members to turn in their grades as soon as possible. It was noted some of the faculty have had issues submitting their grades and they should contact the Help Desk as soon as they can to get assistance.

Enrollment Report – J. Shankweiler (handout)

1. The enrollment trends handouts for 2016 summer were reviewed by the committee. Our enrollment is running higher than it was last year and we are starting to taper off. We are a little above where we were last year. Our goal this year is 19,539 which would give us our 2 percent growth. This is important because if we go into stabilization next year, we get paid on what we earn this year; so we need to earn that 2 percent growth.
2. The enrollment projections which are shown in table 2 shows a comparison from 2015 summer to 2016 summer. We currently have 63 sections more than we offered last summer. This number will change as low enrollment classes get cancelled or as classes are added. The seats filled total is higher this year at 14,445 but our headcount of 9,930 is lower. The current projection for FTES (nonresident) is 96 and (resident) is 1,862. This is above last year's numbers.
3. It was noted we can only borrow from the first-six weeks which at this point is adding up to 1,300. We need to reach 1,600 in order to make our 2 percent enrollment growth. It was noted we will be low next year because of the borrowing of the 1,600. The third year will be what our base funding will be. Our goal would be to be back up to the estimated 19,500 figure by the third year.
4. Compton's numbers were reviewed and it was noted they are in stabilization at this time. Their goal is 6,060. In order to make this they need to earn 618 this summer. They currently are at 536. It was recognized that Compton's numbers for summer are starting to level off a little early.
5. Fall 2016 enrollment was reviewed. Right now we are currently on track with where we were last year with our fall enrollment (4.8 percent above). It was estimated we are offering 25 more sections in the fall this year. Compton is also up a little for this fall. David will be sending out updates.

PBC Annual Goals 2016-2017 – R. Natividad (handout)

1. Due to I. Graff not being in attendance, the annual goals will be tabled until the next meeting. It was noted there is some framework of some goals, but it was preferred we wait until the next meeting when we have more committee members in attendance. The committee was encouraged to review the last evaluation of the PBC to assisting in noting some future goals.

PBC Tentative Calendar 2016-2017 – R. Natividad (handout)

1. The committee was asked if they were fine with the first and third Thursdays of the month for the PBC meetings. An extra date as usual will still be included for August for discussion regarding the budget. President Maloney will be joining the committee for one of the August meetings. The committee was fine with the dates as listed.

Adjournment – R. Natividad

1. The meeting adjourned at 1:38 p.m. The next meeting will be held on **June 2, 2016 at 1:00 p.m.** in Library 202.