COLLEGE PLANNING COUNCIL
MINUTES
Wednesday, October 20, 2010

PRESENT: Mikki Adams, Dennis Bailey-Fougner, Diane Goody, Paul Harvell, Steve Hodges, Renée Kilmer, Brian King, Victoria Lewis, Graciano Mendoza, Dan Rothwell, Barbara Schultz Perez, Letitia Scott-Curtis, Stephanie Stainback, and Kathie Welch

ABSENT: Brian King and Chris Peeden

VISITORS: Tama Bolton, Eireann Del Bonta, Kristin Fabos, Rick Fillman, Jill Gallo, Wanda Garner, Masina Hunnicutt, Kevin Johnson, Deborah Soria, Margery Regalado, George Romero, and James Weckler

1.0 Call to Order and Introduction of Substitutes
Renee called the meeting to order at 2:03 pm.
Substitutes: None

2.0 Review of Agenda
Renee reviewed the agenda and tabled the facilities planning and extension/contract education discussions.

3.0 Review of Minutes
The review of the September 15 and October 6 minutes was tabled until the next CPC meeting.

4.0 Oral Communications
None

5.0 Management Dialog
Stephanie commented that the agendas are very vague. Stephanie requested the administration provide more detail about agenda items.

6.0 Budget Update and Overview of $2.4 M Budget Reduction October Timeline and Overview
Victoria provided an update on the state budget. Victoria feels some of the state’s projections are overly optimistic. Victoria then provided a budget overview from the league. She said growth funds are in the budget but they are an augmentation for the following year’s budget. The property tax estimates seem reasonable at this time. The college may receive some onetime funds for mandates. Victoria also provided a deferral schedule. Graciano reported that the district was anticipating an $8m deferral but now it looks like the deferrals will be slightly higher. Graciano is now estimating $8.3 to $8.4m in deferrals. He added the college may not need to borrow from the county, but that is still dependent on when the state starts to release funds. The district received notification that the equipment funds for Allied Health are being released.
Victoria then discussed a handout on the categorical funding for 2010-11. Victoria and Graciano hope to receive more budget information at next week’s CVO conference.

Stephanie asked for a revenue estimate and Victoria said she does not have enough information to make an estimate. Paul said the college does not have last year’s (2009 – 10) money yet, so it probably won’t receive this year’s (2010-11) until a year from now. Victoria said it is still early in the process and the categorical funding numbers will fluctuate a bit. The college has done a high level projection and will start fine tuning its estimates.

Stephanie asked if an email message can be sent to all faculty and staff stating that the $2.4m is not etched in stone and it is a moving target. The cuts will not all come from personnel. Victoria said the college will continue to be flexible on the targets as more information is forthcoming. The other areas of the budget will not generate $2.4 m. 87 percent of the budget is personnel. The college will do what it can in other areas but there will still be personnel reductions. Renee said that is important that we continue to monitor the budget and make adjustments before we move forward.

Graciano is working on identifying the variances in the budget and whether any of those variances can be planned for.

7.0 Transportation Funding
Victoria informed CPC the transportation fund supports the bus pass program, parking program, and security on campus. The administration has looked for solutions to reduce the general fund contribution to the transportation fund. There may be a proposal to double the daily parking rate from $2 to $4. Students generally do not pay the day rate and the projected increase in revenue is $50k. Renee said the college is also looking at imbedding a parking fee into tickets for events.

Victoria said the administration is also reviewing the bus pass program. The fees have increased from $55 to $75 to $100, and this spring will likely be a proposal to raise the fee to $120. Even with the increases the college is still supplementing the parking pass program by about $100k because the Metro keeps raising their fees. The administration is looking at discontinuing the bus pass program on campus and having students purchase their passes directly from the Metro. The goal is to decrease the amount of general funds being transferred.

Dennis added the Student Senate’s bus pass proposal doesn’t meet Ed Code. The proposal has some merit but the Ed Code would have to be changed. Victoria said the bus pass issues are broad and the Metro has continued to cut routes so the service is declining. The students come to the district when they have issue with the Metro and the campus really needs to be out of that loop.

Paul brought up the faculty hiring prioritization process. He said that in the past the Senate, vice president instruction and the deans have a prioritization process
separate from what CPC sees. Paul does not think that during budget crises the processes should be separate. CPC needs to see the justification and why it is critical and how it fits in with the other proposed hires. Steve said that is going to be worked into the justification, including what will happen to your program if you have to wait until next year. Renee agreed that it is a good idea.

Stephanie said this is the third year the college has not conducted a classified priority hiring process, and it is important to chronicle staffing needs across campus. Everyone is maxed out and over worked but and the prioritization process is one way to quantify workload issues.

8.0 Student Success and Professional Development

Renee provided background on the Governing Board’s special session on student success. Renee said the Governing Board periodically asks for study sessions so they can spend more time on certain issues. Last year there was a study session on basic skills learning communities and a study session on the college’s budget. The board finds the study sessions very helpful in helping them fulfill their roles. The November 15 study session will focus on faculty development. The first 30 minutes will include presentations from the staff development committee. The presentations will be followed by an open discussion about what is professional development and how well the college is doing in terms of providing staff development, and what other staff development occurs throughout the year.

CPC members asked about the inclusion of classified staff. Renee said the staff development committee includes a classified representative.

Dennis said the study session is about student success and how well we are training ourselves in making student successful and how we as an institution move student success forward.

CPC members would also like to have adjuncts included

9.0 Other/Agenda Building

- Budget parameters and updated budget information.

10.0 Adjournment

The meeting was adjourned at 3:03 pm.