COLLEGE PLANNING COUNCIL
MINUTES
Wednesday, February 27, 2013 1:00 p.m.

PRESENT:

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<tr>
<td>X</td>
<td>Dennis Bailey-Fougnier</td>
<td>X</td>
<td>Steve Hodges</td>
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<td>X</td>
<td>Jill Gallo</td>
<td>X</td>
<td>John Hendrickson</td>
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<td>X</td>
<td>Diane Goody</td>
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<td>Michael Mangin</td>
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<td>X</td>
<td>Victoria Lewis</td>
<td>X</td>
<td>Graciano Mendoza</td>
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<td>X</td>
<td>Paul Harvell</td>
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<td>Alta Northcutt</td>
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X  | Dan Rothwell | X  | Barbara Schultz-Perez | X  | James Weckler |


1. **Call to Order/Introduction of Substitutes:** President and CPC members introduced themselves and areas of college they represent.

2. **Review of CPC Agenda:** Consensus

3. **Oral Communications:** None. CPC members commended Barbara, Tatiana and others who have stretched themselves to offer support.

4. **Approval of Minutes:**
   - The minutes of the November 28, 2012 (Dennis/Jill)
   - The minutes of January 23, 2013 (Dennis/Jill)

5. **Review March 4, 2013 Board of Trustees Agenda:** John reviewed the Board meeting agenda. Significant Comments included:
   - Meet Sesnon House March 4 at 5pm; have Board take 30 minutes so IT can give Board an in-service for iPad; Dan put together short program for that; adjourn in closed session for collective bargaining matters; move into open session at 6pm.
   - Kristin distributed the “Cabrillo College Legislative Platform & Talking Points.” The April 2013 Board agenda will include possible action on a legislative platform. Kristin will revise the drafts and review again at the March 6, 2013 College Planning Committee meeting.

6. **Budget Overview:** Graciano and Victoria provided an update on the state budget, distributed a handout
   - 1st doc to go over: Budget Reduction Process Commitments, Criteria & Strategies; in next budget cycle might want change; Victoria reviewed proposed changes for next cycle; economic crisis is expected to end soon; state funding may increase over next few years; moved from master plan to strategic plan & goals;
• Need to implement SSTF and the effect on enrollment.
• Graciano reviewed draft of budget calendar; intentionally delayed budget development process: from this point to June; wanted to see results of prop 30 election; touched on major milestones
• June 5 at CPC reviewing prelim budget; Sept 9th taking to board the final budget
• Moving to budget planning information: 2013-14 base budget planning assumptions: Victoria reviewed: 3.1 million shortfall; now 2.8 million; worked with BSO re: retirements; Gov. budget included 50 million in restoration funding for 2012-13 = estimated $700 thousand for Cabrillo;
  o Deficit projected 6.57% (shortfall related to RDA)
• Will we ever recoup RDA? We have a guarantee backfill however CO says there’s still some risk of not receiving it; not expected to receive RDA until June 30: will affect cash flow; parameters for budgeting is different for cash flow; it’s a timing issue and there’s still some risk; Victoria is doing judicious thing in not counting on it
• Kathie said spring enrollment down 3.8%. FTES reserve fund may be partially used.
• Planning to replace 8 vacant faculty positions; fall frozen FON = 189.6 (if unfrozen = 211.6); CPC needs to look holistically at cost and all college expenditure requirements when considering new faculty hiring. If we get unfrozen when all other colleges get unfrozen, we’ll be competing for those instructors.
• We still have a structural deficit and expect to allocate TUs to maintain enrollment and serve Student Success Initiative.
• Student Services related issues: Margery and Dennis are working on CG courses for 2013 – we’ve allocated some units for counseling courses
• Victoria reviewed rough estimates for increases in insurance and PERS
• Estimating 2.5 million deficit; with adequate reserves for it
• If sequester happens on Friday, no more work study for next school year

7. Fast Track to Work Director Position:
• Dennis is moving Fast Track to a manager position in lieu of classified.
• Will eliminate Catherine’s classified position and reinstate the old manager’s position. This is all externally funded; it’s not like we can use the funds for something else – no general fund.
• Are we still doing managed hiring? Are we looking at all our manager positions (Director of PRO). Yes. When one opens, looking at all options.
• Paul Harvell commented that we make a mistake holding on to funded positions “because they are what was”.


9. Accreditation Update: Rory:
• Brief update: Yesterday sent out “all” email with website link to document asking that CPC will read through it and it will be back on agenda for next meeting; seeking input - looking for substance and tone feedback. Reduced down to 6 planning items. CPC will again discuss on March 6th.
10. **Student Success Initiative**: Dennis – Margery, Michael and Dennis hosted a flex activity;
   - Out of that came a task force (Instruction & Student Services); will start with work groups; meeting has already been scheduled.
   - A joint Board and CPC meeting is scheduled for May 6th at 3pm.

11. **Future CPC Agenda items**:
    May 6, 2013: Joint meeting with the Board of Trustees on Student Success Initiative
    March 20, 2013:
    - Review of Accreditation Standards drafts
    - ARCC and Strategic Plan Key Performance Indicators
    - SPRAC wants to be on agenda

    Offered Cabrillo as venue to memorial for the slain police officers: if Friday, Saturday or Sunday.

12. **Adjournment**: The meeting adjourned at 3:02 p.m.