



PLANNING AND BUDGET STEERING COMMITTEE

Summary Meeting Notes March 18, 2015

APPROVED April 15, 2015

Members Present: **Co-chairs:** Carlos Ayon, Richard Storti; **Management Reps:** Greg Ryan, Dan Willoughby; **Faculty Reps:** Samuel Foster, Pete Snyder; **Classified Reps:** Bev Pipkin, Chrystal Van Beynen; **Student Reps:** Chris Lim, Man Nguyen.

Resource Members Present: Terry Cox and Melisa Hunt.

The meeting commenced at 2:05 p.m. The members welcomed two new A. S. Student Representatives named Man Nguyen and Chris Lim.

I. Approval of Summary Meeting Notes: The March 3, 2015 Summary Meeting Notes were unanimously approved.

II. Planning Update: Carlos reported that the 2015-16 Integrated Planning Manual is now available at the Institutional Research & Planning Department's website, and he asked that members share with their groups the importance to review the document and offer any suggestions for improvement. He also reported that the Program Review Mega Meeting is scheduled for Friday, March 20, 2015. Carlos announced that an IEPI (Institutional Effectiveness Partnership Institute) meeting, sponsored by the State Chancellor's Office, is being held at Fullerton College Thursday, March 19, 2015. Some staff at Fullerton College will be attending this meeting.

III. Budget Update: Richard reported that in FY 2014/15, Fullerton College reached the level of a large college by exceeding 19,320 FTES. Colleges generating more than 19,320 FTES per year receive an augmentation to their base allocation from State Chancellor's Office in the amount of \$562,282. At the request of Dr. Vurdien, the District has agreed to allocate the entire increase to Fullerton College.

Richard provided members with a handout documenting the impact of the STRS employer contribution rate and increased expenses to the District from FY 14/15 through FY 20/21. The information was obtained from the NOCCCD 2014-15 Proposed Budget and Financial Report. The document reflected the rate increases ranging up to 1.85% per year from FY 2014/15 through 2020/21. The projected increase in accumulated ongoing expenses at the end of FY 2020/21 total \$6.9 million.

III.a Operating Allocation: Richard provided the members with a handout documenting that Fullerton College's operating allocation is increasing in FY 2015/16 by \$154,766 as a result of a COLA and growth beyond extended day. Richard requested that the PBSC members consider allocating the augmentation to operating departments to help cover increased expenses as a result of serving a greater number of students. Three ideas were shared:

1. Increase operating budgets of departments (supplies and capital)
2. Increase staffing
3. Reserve to meet unanticipated needs

Richard provided a projection that indicated a 1.58% (COLA) increase to department operating budgets for supplies and capital accounts (account series 4xxxx-6xxxx) would require \$51K. Dan Willoughby suggested allocating 2% to departments to help restore past reductions. Following a discussion among PBSC members, a motion was made by Sam Foster and seconded by Dan Willoughby to increase the department operating budgets for supplies and capital by 2%. The members voted unanimously in favor to approve. The recommendation will be moved forward for consideration by the President Advisory Council (PAC) at their next meeting on March 25, 2015. The remaining portion of the augmentation will be in reserve for unanticipated needs such as staffing or other operating expenses.

III.b Equipment/Scheduled Maintenance: Richard provided a handout that documents Fullerton College's preliminary list of equipment (instructional and non-instructional) and scheduled maintenance needs, and various FY 2015/16 funding scenarios. The document serves as an aid in the discussion related to the allocation of instructional equipment and scheduled maintenance funding. It was reported that the amount Fullerton College will receive should be available near May 2015.

IV. Bond Update: Richard reported that he has met with the new campus architect firm, the DLR Group, and together they have planned open forums to gain input from internal and external stakeholders. A total of 4,000 postcards were sent to residences within a 1-mile radius of Fullerton College announcing the open forums in an effort to gather input from the community. In addition, several internal communications have been distributed to encourage faculty and staff participation. The open forums are to gather input from key stakeholders in a transparent manner. The forums are scheduled for:

Campus Forums:

April 6, 2015 from 1:00 p.m. – 2:30 p.m. in rooms 224-228
April 15, 2015 from 3:00 p.m. – 4:30 p.m. in rooms 224-228

Community Forums:

March 23, 2015 from 6:00 p.m. – 8:00 p.m. in rooms 224-228
April 15, 2015 from 6:00 p.m. – 8:00 p.m. in the Wilshire Auditorium
April 21, 2015 from 6:00 p.m. – 8:00 p.m. in rooms 224-228

Richard announced that he is in the process of forming a campus Facilities Workgroup including representation from faculty, management, classified staff, and students to provide input, collaborate, and vet proposals from the DLR Group (campus architect). An extension of the internal workgroup will include external community members. The objective is to plan facility projects in a transparent and inclusive manner.

V. Other/General Discussion: Greg Ryan will not be present at the next meeting on April 15, 2015.

Meeting adjourned at 3:35 p.m.
Meeting Notes were taken and typed by Melisa Hunt.
Next Meeting: April 15, 2015.