PLANNING AND BUDGET STEERING COMMITTEE

Summary Meeting Notes
November 18, 2015

APPROVED December 2, 2015

Members Present: Co-chairs: Richard Storti, Carlos Ayon; **Management Reps:** Cyndi Grein, Rich Hartmann; **Faculty Reps:** Samuel Foster, Pete Snyder; **Classified Rep:** Bev Pipkin; **Student Reps:** Adam Ascencio, Niko Diehr, and Alternate Taylor Gaetje.

Members Absent: Classified Rep: Tracy Thackrah.

Resource Members Present: Terry Cox, Melisa Hunt.

Guests: Faculty Member Doug Eisner.

The meeting commenced at 2:10 p.m.

I. Approval of Summary Meeting Notes: The October 21, 2015 Summary Meeting Notes were unanimously approved.

II. Planning Update: Co-chair Ayon requested that faculty and staff complete the Climate Survey if they haven't already done so.

II.A. Institutional Effectiveness Partnership Initiative (IEPI) Update: Carlos distributed a handout identifying the six Peer Groups for comparing performance on the completion rate in the 2015 scorecard. Fullerton College is listed in Group 3 based on completion of AA degree, transferability, demographics, API High School (Academic Performance Index) and 25 years or older. However, based on discussions with the PBSC members, some of the comparison colleges listed in Group 3 do not seem to be a fair comparison, so Carlos is going to narrow the group.

The second handout provides the framework of indicators for HSI eligible colleges from the ARCC (Accountability Reporting for the Community Colleges) Comparison Group. Fullerton College is above the median for the "College Prepared" student outcome. The indicators look at the comparison of schools in the ARCC Peer Group. He determined the group based on HSI serviceable (Hispanic-Serving Institution) which means that an institution of higher education is an eligible institution and has an enrollment of undergraduate full-time equivalent students that is at least 25% Hispanic students in a calendar year. Fullerton College is below the minimum comparison schools in the "Successful Course Completion" student outcome.

III. Budget Update: Richard reported that the State is moving in a positive direction and closing the gap on unemployment within 1% of the national average. It was also reported that State revenues for July – October exceeded budget by $1.1 billion. This is good from a community college funding standpoint as it's a good indicator that there will not be any cuts in the budget. Also, the $9B statewide bond initiative for capital improvement projects was polled with 86% support. This could mean that our college would

receive an estimated $20M to fund the renovation of the 300/500 buildings. If the State does not pass the bond, we would use the Measure J funds.

The College is continuing efforts to update the Facilities Master Plan (FMP) in a transparent and inclusive manner. As a result of information gathered at the open forums held in October, 2015, additional information and clarification is needed from the Physical Education and Natural Science divisions. Vice President Storti is conducting meetings with the Physical Education and Natural Science Division Deans and key faculty in early December to identify their facilities requests to include in the finalized FMP. VP Storti plans to update the Facilities Master Plan and present it to the Board in the first quarter of 2016.

IV. Prior Program Review Recommendation – Update: Interim President Schulz accepted the PBSC's Program Review Funding recommendation at the PAC meeting on October 28, 2015. As requested at the PBSC meeting on October 21, Dean Starkman re-evaluated the $79,470 in items awarded to the Technology & Engineering Division for use by the Administration of Justice Department through the program review process to determine what items are still valid. Of the total $79,470 awarded, Dean Starkman removed items amounting to $51,800 that were no longer needed, thus reducing the items to be funded to $27,670.

V. Allocation of One-Time Funding:

a. Instructional Equipment (IE)

On October 14, 2015 PAC accepted the PBSC's recommendation to provide funding for Instructional Equipment identified through Program Review in the amount of $717,760 (Funding Sources: $505,000 from previously approved instructional equipment funding and $212,760 from carryover). Interim President Schulz accepted the recommendation on October 28, 2015.

b. PBSC is tasked with providing a recommendation to PAC regarding the allocation of one-time funding in the amount of $2,586,460. Allowable uses include equipment (both non-instructional and instructional). After discussion, a desire became evident for the need to allocate ongoing funding to meet technology and equipment replacements. The discussions identified the available one-time funding as a potential source to establish a funding source for recommended replacements with replenishments made each year from the general fund.

Based on information provided by the ACT department, $1,086,118 is required on an annual basis to meet the recommended replacement cycles: 3-year computer replacement, 5-year projector replacement, and 7-year phone replacement.

Based on information from the M&O department, $941,123 is needed to replace aging fleet vehicles and equipment this year and $400,000 each year thereafter.

Thus, of the $2,586,460 in available funds this year, the recommendation is to allocate $1,086,118 for computer, demo station, and projector replacements and $941,000 for fleet replacement. The plan is to use the Restricted Capital Account for those items and then use monies from the General Fund to replenish the fund each year thereafter.

Below is a recap of the annual replacements.

Pete Snyder made a motion, 2nd by Sam Foster to approve the proposed annual replacement cost for equipment. It was unanimously approved by the PBSC and will move forward to PAC.

Fullerton College
PBSC
Annual Replacement Cost - Equipment

Description	Quantity	Replacement Cycle	PCs	Macs	Other	Total
Demo Station Computers	172 PCs / 25 Macs	3 year replacement cycle	60,200	11,667	-	71,867
Demo Station Projectors	196	5 year replacement cycle	-	-	54,880	54,880
Student Computers	1259 PCs / 217 Macs	3 year replacement cycle	440,660	152,000	-	592,660
Faculty Computers	274 PCs / 29 Macs	3 year replacement cycle	95,900	13,534	-	109,434
Staff Computers	996 PCs / 115 Laptops	3 year replacement cycle	209,160	34,417	-	243,577
Telephones	1067	7 year replacement cycle	-	-	13,700	13,700
Total Annual Replacement Needs: Computers / Projectors / Demo Stations			805,920	211,618	68,580	1,086,118

Fleet Vehicles / M&O Equipment (Ongoing annual need: $400K)	941,123
Total Need FY 2015/16	2,027,241
Available	2,586,460
Remaining	559,219

Ongoing Reserve Needs	
Computers / Projectors / Demo Stations	1,086,118
Fleet	400,000
Total	1,486,118

Notes
Amounts for Computers / Projectors / Demo Stations Provided by Bonb Morison on 11/9/15.
Amounts for Fleet Vehicles / M&O Equipment provided by Larry Lara on 10/1/15.

VI. Other/General Discussion: Interim President Schulz accepted the PSBC's recommendation to purchase three EV Charging Stations at the PAC meeting on October 28. The College received a $2,000 rebate for each charging station. Since the stations are part of a pilot project, it was determined to install them in one location, which is north of Fullerton College Drive across from Campus Safety with visibility from Lemon Street. This location also served as the best tie-in to the campus' electrical source. The campus is in discussions to consider piloting a solar project by installing solar panels atop a covered parking area in support of green technology.

Interim President Schulz accepted the purchase of the Modular Classrooms (Buildings 1955-1960) at the PAC meeting on October 28, and the units have been acquired through the District purchasing process.

Meeting adjourned at 3:50 p.m.
Meeting Notes were taken and typed by Melisa Hunt.
Next Meeting: December 2, 2015.