



## PLANNING AND BUDGET STEERING COMMITTEE

### Summary Meeting Notes December 3, 2014

APPROVED February 24, 2015

**Members Present: Co-chairs:** Carlos Ayon, Richard Storti; **Management Reps:** Dan Willoughby; **Faculty Reps:** Samuel Foster, Pete Snyder; **Classified Reps:** Bev Pipkin; **Student Reps:** Chang Oh.

**Members Absent: Management Reps:** Greg Ryan; **Classified Reps:** Chrystal Van Beynen; **Student Reps:** Sami Faqih.

**Resource Members Present:** Terry Cox, Cyndi Grein, and Melisa Hunt.

The meeting commenced at 2:05 p.m.

**I. Approval of Summary Meeting Notes:** The October 15, 2014 meeting notes were unanimously approved. The November 5, 2014 meeting notes were unanimously approved with a minor correction.

**II. Planning Update:** Carlos reported that the Institutional Effectiveness Report is complete and is available on the J: Drive. He noted that the Fact Book and Environmental Scan are available in the Appendices. Carlos will work with the President's Office to send an email to notify the faculty, managers, and staff that the report is now available.

Carlos asked the committee for feedback on whether the Integrated Planning Manual should be updated to include the Faculty Priority Hiring Process, Instructional Equipment Process, and the Classified Hiring Process.

Carlos informed the committee that the Spring Planning Symposium is being planned for the end of January. He plans to invite all Faculty Committee Chairs, and he is going to request that they each provide (prior to the meeting) an executive summary of about 100-150 words that describes their committee goals and accomplishments so that he can identify common themes to discuss at the meeting. Pete Snyder will provide Carlos with an email contact list. The date of the symposium will be discussed at the next Senior Staff Meeting.

**III. Budget Update:** Richard reported that Melisa has updated the PBSC Website, and she will email the link to the members. He also reported that the Student Equity Plan has been sent to the Board and they will vote on it at their next meeting on December 9, 2014. Fullerton College has requested \$1,180,000 in funds to support their specific programs based on the plans developed by the campus departments to increase student success and access. Richard also updated the committee with the recently released information on the state's economy from the Department of Finance. Pete stated that the State Chancellor has requested a 5% increase in student fees, and Richard replied that the details of the proposal are not known and it needs to be researched. There was a discussion about growth funding and Richard stated that with the current formula, the College receives 3% from the State, but funding will decrease to 1%, which means the College will receive less funding in the future. Richard stated that there are five factors or measures that affect growth. The prior growth formula expired a few years ago

and a new formula has been developed. Richard will email the new growth formula to the PBSC members.

**IV. Bond Update:** Richard provided a handout outlining the Measure J results from the November 4, 2014 Election. Orange County completed its counting and passed Measure J with a margin of 156.95 and Los Angeles County certified their ballot count yesterday (includes about 4000 votes from La Habra Heights, which is in our District) and missed the required margin of 55%. Measure J passed in total by 15 votes. The District is withholding an announcement to see if any requests for a recount are made.

Measure J will provide the District with \$574 million, and Fullerton College will receive \$330 million of that amount. Richard has an estimated sequencing timeline of the planned construction projects for the next 20 years in his office, and he invited anyone who is interested to come view the charts. Dan asked when the 300-500-600 Buildings will move forward with renovations, and Richard responded that these projects will eventually move forward in about 10 years with this bond money, but if a State bond is passed, it will move forward much sooner. Richard stated that the Bond has a restriction in that the District can only spend \$100 M in total on construction (includes new and renovated) every 3 years. He also stated that any interest earned on the bond money is set aside for bond use by the District.

Pete asked how the major capital construction team will be organized because faculty assisted in the past by serving on Building User Groups and would like to be involved throughout the entire process. Pete raised a concern that the faculty wants a voice because in the past some design mistakes were made due to a last-minute revision that was not approved by the faculty. Richard replied that faculty input is critical and that he plans to have faculty included in the committee composition. This led to a discussion that a process for major capital construction on campus should be developed in writing because the administration, faculty and players may vary throughout the process from the start of the design phase to completion of the project. Richard said he would draft a MOU.

Richard also reported that the Board has approved a pool of 22 architectural firms, and from these, Fullerton College will select one to be used for a recommending body on future capital construction projects. First, the campus will form a committee to identify 3-4 potential firms, and a recommendation will be made to the College President for approval.

**V. Instructional Equipment (IE) Update:** As an informational item, Richard provided a handout documenting the total instructional equipment allocation of \$509,379. The pages included a summary page followed by the individual IE requests, IE items that were funded, and how goals were met for each allocated item from each of the 10 departments/divisions on campus. Overall, Richard thought the process was fair, and the campus was able to meet over \$500,000 of the campus' instructional needs. Also, the campus was able to document the process from Planning (Program Review) to Budget, which we have been discussing in PBSC.

**VI. Other/General Discussion:** Student Rep Chang Oh reported that effective December 2, 2014, Student Rep Sami Faqih will no longer serve on the PBSC, and a replacement will be approved in the spring. Richard distributed a handout of an email sent to all staff to announce the launch of the District's 2014-2015 Innovation Fund Program, which if awarded, allows for a maximum allowable funding allocation of up to \$25,000, per proposal, per fiscal year.

Meeting adjourned at 3:30 p.m.

Meeting Notes were taken and typed by Melisa Hunt.

Next Meeting: February 4, 2015.