



**Thursday, August 26, 2010**  
**Griffin Gate**  
**3:00 to 5:00 p.m.**

### **MEETING SUMMARY**

**Present:** Steve Baker, Michael Barendse, Barbara Blanchard, Jerry Buckley, Janet Castanos, Carrie Clay, John Colson, Sunny Cooke, Jim Fenningham, Tim Flood, Michael Golden, Chris Hill, Oralee Holder, Kerry Kilber, Alba Orr, Shirley Pereira, Will Pines, Adelle Schmitt, Jim Spillers, Lynette Wilson, Jim Wilsterman, Debbie Yadow

**Absent:** Fred Allen, Anita Martinez, Nick Montez, Jane Nolan, William Snead

**Recorder:** Patty Sparks

**Meeting Convened:** 3:00 p.m.

#### **I. Introductions**

Shirley Pereira suggested that introductions be made to the new members of the Council. Introductions made.

#### **II. Budget Update**

Tim provided a handout, *Grossmont College Unrestricted Funds Comparison 2010/11 AB to 2010/11 TB, With and Without POCO's*, for the Council to review. Tim reviewed the handout with the Council line by line, indicating that in the 1000 object codes the budget went down as there were retirements, wherein the 1200s rose a bit. The 3000s are benefits which even if the district underestimates costs, the college is held harmless. He explained that the POCOs are high this year, \$1.3 million, due to large contracts that are being carried over from last year. Tim was asked, "What is a realistic dollar amount for POCOs at year end?" Tim responded that \$750,000 is a good amount. Consultants also increased due to architects, water testing, sustainable design, EMS systems, grant writer and contractors to name a few. Further he stated that if anyone has questions or concerns about POCOs, to please contact his office and he would be happy to explain them further.

Tim explained that \$500,000 was transferred from the 7000 object codes to Fund 41, which will be for the next phase of roofing as discussed previously with this Council. Tim further explained that there is \$1.1 million in ending balance, and would like those funds to support our Strategic Plan Goals, however would not like to act on an actual allocation until the State's Budget is established. Sunny reported that we must plan and prioritize for the needs of each department, and discuss whether some or all supply budgets should be restored. The Council agreed that not all supply budgets need to be restored, however those most needy should be considered. It was suggested to go back and look at the augmentation requests as well as equipment replacement. Steve suggested that we utilize the program review process to determine the future needs of departments. Patty Morrison suggests that a new Tech Plan be implemented. Kerry Kilber stated that she will be meeting with the TTLC on September 27 to discuss technology needs. Tim suggested that department chairs talk with their departments to determine their needs. Sunny stated that we need to be on the edge of

technology, set standards, and have a robust system of replacement. Ten year-old computers are unacceptable. She will provide some national colleges numbers and see how and what funds are being spent on. Sunny reiterated that we need to decide the best way to spend these funds. We need to review the last augmentation list, revisit supply budgets, and get feedback from chairs and managers.

Tim provided a seven page handout, *2010 - 2011 Income Allocation Formula (Adoption Budget)*, for the Council to review. He explained that the handout represents both colleges, District Services and District wide Commitments. He reported that the State has the ability to move numbers and the dip from 12,517 to 12, 439 did cost us funding. Overall Grossmont College received \$62,105,310.

Jim Fenningham asked about the Economy of Scale, more specifically if it is still ongoing. Sunny responded that it is ongoing and until certain criterion is met to eliminate it. She stated the criteria to eliminate the economy of scale funding is as follows: we have to receive 2% growth; receive State COLA; have adequate growth dollars in Cuyamaca; and a minimum 1% FTES Growth at Grossmont. She stated that both colleges are prepared to discuss and review this issue. The funding amounts have decreased a few times already.

Tim referred the Council to page two of the handout, *Dedicated Income Detail*, for review. He explained that this page also represents dedicated income for both colleges, District Services and Districtwide Commitments. He stated that income from international students represents approximately 7% to 8% of our budget. Sunny stated that international students have made a huge commitment to be here and they represent a good portion of our population. Jim explained that international students are sometimes more difficult to serve as they are usually late in registering for classes because of hardships obtaining their Visa's and travel times. Some International students do not travel earlier because of costs for rent and living expenses. Sunny stated that there has to be a balance and a plan to assist these students.

Tim provided a handout, *GCCCD 2010-11 FTES Goals, Districtwide-Resident FTES*, for the Council to review. He explained that the 2010-2011 State and Base FTES is 17,939. The overall State reduction total is 113 FTES, from 12,517. He reported that the State has the ability to move numbers which in this case changed the overall allocation to the District. Tim explained that our target FTES goal for Grossmont is 13,143.

*Action Taken: Sunny will provide some national colleges numbers and see how and what funds are being spent on. Council agreed to move the Adopted Budget forward.*

#### Planning Activities (Flood)

Tim referred the Council to page two of handout, *Ending Balance Summary*, for the Council to review. He reminded the Council that it was discussed and agreed to fund Activity Proposals up to \$300,000 however, we also agreed to move proposals at \$400,000 and \$500,000 if funding is available. He stated that the handout represents which object codes the funding will go to up to \$527,922. Sunny reminded the Council that in Spring, each funded proposal will be presented for the Campus as to how it represents our Strategic Goals and planning processes.

*Action Taken: Council agreed to fund Activity Proposals as presented.*

### Critical Hires (Cooke)

Sunny provided a handout, *Grossmont College Critical Hire List 2009-10 and 2010-11*, for the Council to review. She explained for the year 2009-10 year the positions listed are either filled or in the process of being filled. Notably, the Printing Supervisor now has a committee formed and moving forward. The Financial Aid Assistant is in the process of screening and is hopeful to fill the position in October. She then referred the Council to the 2010-2011 hires. She explained that we are moving forward with the first three, Nursing Director, Health Professions Specialist, and the Associate Dean Student Affairs (Pam Amor's old position) is now being offered as Director of Student Activities. She stated that we can possibly fund the next three positions on the list (once the State Budget is confirmed) and asked the Council that, if there are greater needs on campus than what is already on the critical hire list, can we reorganize critical positions already in the budget? She reminded the Council that we cut 20% of offerings in the last two years. The Council discussed at length the processes and agreed to have divisions re-prioritize their critical hires as necessary, bringing their list to President's Cabinet via their VPs. The prioritized list will be brought to Planning & Resources for recommendations.

*Action Taken: Council agreed to review the Critical Hire List as needed, prioritize, and submit lists to President's Cabinet via the Vice Presidents.*

### **III. Dream Keepers (Emergency Funding)**

John stated that this grant is not quite ready to start, however the Grant has been identified. Essentially, this is grant that will allow us to assist students experiencing an emergency need, i.e., pay an electric bill, or food, one time funds to help in an emergency situation. He requested that if anyone comes across a needy student, to please direct them to him.

### **IV. Planning**

#### Communications Plan

Chris stated that the communication plan has been presented at Convocation, Division meetings, planning workshops (during flex week) explaining the basic concepts. Further she stated that are planned "Did You Know" emails to be distributed campus wide. She stated that the planning website has been updated and reported that the important dates and tasks are now listed for the annual cycle. She provided an overview of the planning website and stated that if anyone has questions to please contact her or Shirley Pereira directly.

Meeting Adjourned: 5:18 p.m.