



Thursday, March 22, 2012
Griffin Gate
3:00 to 5:00 p.m.

MEETING SUMMARY

Present: Steve Baker, Michael Barendse, Barbara Blanchard, Janet Carter, Janet Castanos, Carrie Clay, Sunny Cooke, Sheridan Dewolf, Tim Flood, Diane Glow, Michael Golden, Sue Gonda, Kerry Kilber, Patti Morrison, Jane Nolan, Alba Orr, Shirley Pereira, Cheryl-Anne Phillips, Will Pines, Michael Reese, Adelle Schmitt, Jim Spillers, Jim Wilsterman, Debbie Yaddow

Absent: Irene Bauza, Diane Glow, Oralee Holder, Mary Rider, Roger Welt,

Recorder: Patty Sparks

Meeting Convened: 3:00 p.m.

I. Prioritization of Enrollment

Summer

Diane Glow provided a handout for the Council, *GCCCD Enrollment Priorities – Summer 2012*, for the Council to review. She stated that the classes offered are those courses necessary for continuing students in a track or degree program and certain cohort programs. She reviewed with the Council the enrollment priorities, they are:

Group 1: Any Veterans, EOPS, DSPS, & Foster Youth Students

Group 2: Continuing students with 45-70 degree applicable units

Group 3: Open enrollment: a) Continuing students with less than 45 or more than 70 degree – applicable units; b) New students sorted by application date; c) everyone else.

There will be approximately 22 sections offered this summer. The schedule is up and about half of those are for pre-season athletics. The rest are related to specific cohort programs that must offer summer courses.

Fall

Diane reported on priority enrollment for fall. She stated the set priorities are as follows:

Group 1: Veterans, EOPS, DSPS, and Foster Youth Students

Group 2: Continuing Students with 45 – 70 degree applicable units

Group 3: First-time high school students with other first-time students who have fully matriculated (this is anyone who has gone through the early assessment orientation and those students participating in the Freshman Experience)

Group 4: Continuing students with 12 or more units but not more than 44.5 degree applicable units

Group 5: Continuing students with .5 – 11.5 units

Group 6: Open enrollment

Students enrolled in a cohort program like healthcare courses are not self-enrolling, they are administratively enrolled.

II. Budget Update

Tim provided a PowerPoint presentation for the Council. He explained that since this Council last met, there has been a Districtwide Strategic Planning & Budget Council (DSP&BC) meeting. The direction from DSP&BC is to plan for the worst case scenario. We have had a couple of forums providing this information campus wide. At the beginning of the year we were ready for a \$6.3 million dollar reduction. We also had a 4% set aside, \$3.5 million for fiscal uncertainty. Of that \$3.5 million the State deficit factor is currently at \$2.86 million or 3.4% (less taxes and increased BOG waivers). There are also increased costs of health benefits and CCSSE totaling \$628,000. That leaves us with \$204,697 ending balance to take into 2012/13.

Tim explained every year our fixed costs go up \$2 million. We have to anticipate that not only are we having to deal with reductions we have to absorb these increased costs.

2012/13 GCCCD Projected Income

Tim explained that the projected income for 2012/13 is \$91,946,301, less the 4% fiscal uncertainty of \$3,395,723 (plan for a mid-year cut) and less the new State reduction (if taxes fail) \$4,262,582, leaving 2012/13 with a projected income of \$84,287,996. He explained we will need to tackle the identified short fall through current and next year strategies.

2011/12 Solutions

Tim reported that the 2011/12 Solutions are identified as:

- Projected ending balances \$3,943,902
- 4% Fiscal Uncertainty remaining Funds \$204,697
- Release Student Fees Receivable from Prior Year
- Purchasing restrictions \$1,000,000

2012/13 Solutions

Tim reported that the 2012/13 solutions are identified as:

- Vacant positions (District wide) \$8.3 million
- Delay a portion of Critical Hires \$2,242,753
- Reduce FTES districtwide to cap \$1,858,335
- Reduce non-instructional hourly, supply and other operating expenses by 10%, \$2,454,077. Budget sheets were sent out for next year's budget and we asked key code managers to cut 10% to allow for a savings. Tim reported that he met with each key code manager and

explained that there is a possibility for further reductions to budgets, but will look through the budgets furthest from instruction and student services first.

- Defer all facilities projects, \$875,000. Projects include roofing, the drought tolerant landscape zones and football field maintenance. Cuyamaca set aside \$200,000 each year which is also gone. With all the drastic cuts for this and next year we are still short approximately \$4,754,563.

FTES Reduction Worst Case Scenario

Tim reported that the projected 2011/12 FTES for Grossmont college is 12,469, the 2012/13 FTES goal is 11,002, leaving us 1,497 over cap. In order to reduce to cap we would have to reduce 370 sections (based on 3.96 FTES/section) and approximately 90.83 FTEF.

Tim stated that the PowerPoint presentation given today will be available on the web. Further he stated that budgets will be carefully monitored, the Benefits Committee will meet and discuss cost savings, and bargaining groups will meet to discuss the shortfall.

Discussion

The Council discussed the possibility of an early retirement incentive. Tim explained that we are still affected by the last incentive as we lost a lot of knowledgeable people and we must maintain institutional integrity, but stated further that it is being discussed at the district level. He further reminded the Council that this is the last year of payments from the previous incentive.

Patti Morrison asked about activity proposals for next year. It was discussed that there will probably not be lot of money to fund activity proposals, but we will proceed with the process, keeping priorities and the needs of the college at hand. Tim further stated that this topic will be discussed at the budget forums. Sunny reminded the Council that the Activity Proposals are just one part of planning; we need to continue to utilize our integrated planning processes.

Tim reminded the Council that we have a lot of work in front of us. Please be mindful of the costs incurred within your departments and realize that all purchases will be reviewed. He had been meeting with department managers and working closely to identify further reductions to this year and next year's budgets.

Jim Wilsterman asked about consolidating courses, i.e., if one college has a weak program then that program be consolidated at the other college. This has not been discussed at the District level however each college was given their FTES goals. We are going to have to look at creative, innovative ways to deliver services to our students and community if there is no relief next year. Discussions such as these would occur at a district-wide level.

III. Planning Forum Tomorrow

Shirley reported that the Planning Forum is tomorrow, Friday, March 23. We will be looking at a lot of data and as a college we will be focusing on choosing a couple of goals from our Strategic Plan to have as priorities for the following year for planning the year after. There will be a lot more Grossmont College Data. A Planning Forum binder will be placed in mailboxes for those attending so please bring the binder with you. In addition since we will be having this meeting on site, please be mindful and not spend valuable time on the phone or checking emails. We want everyone to be fully engaged.

IV. Committee Reports

Facilities

Tim provided a summary, however further reported that the State returned the Final Project Proposals (FPPs) for capital construction requests Statewide. One of the projects returned to Grossmont College was the Theatre Project. We had Prop R funding that was allocated to the project. The Facilities Committee is looking at all of the different needs campus wide such as scheduled maintenance, roofing, renovation and repair, energy efficiencies, and like needs. We will also be meeting with Dale Switzer, Director of District Facilities and Planning, for suggestions. Sunny wanted to clarify that we don't have State funding for the Theatre Project but it still remains an important initiative. We have an opportunity to look at what we planned for the theatre and revise plans to make sure it best suits our plans and needs. Tim reported that the Facilities Committee is pre-planning for the Facilities Master Plan.

Classified Staffing Committee

Janet provided a handout, *Classified Staffing Recommendations 2011/12 in Priority Order by Ranking*, for the Council to review. She stated that the three top positions are as follows:

- 1 Child Development Coordinator
- 2 Network Specialist
- 3 Multi-Media Technician (Evening)

The remaining positions are listed but not in order.

The Child Development position rose to the top due to the accreditation issues. Due to faculty retirements in the child development program, the full-time faculty member on release will move back to the classroom and the Child Development Coordinator will provide at a cost savings. This will also provide a more consistent and direct supervision of the child development staff.

The Network Specialist (Instructional Computing Services, ICS). Barbara explained that we have used hourly back fill continuously in ICS. In addition the computers on campus have quadrupled. We have to address the technical support issues on campus, especially if we are expanding labs on campus.

Multi-Media Technician (Evening). This position will be clarified at the next Council meeting.

Action Taken: The Network Specialist and Multi-Media Technician (Evening) positions were deferred until next month when more clarity on the justifications for hiring can be provided.

Meeting Adjourned: 5:00 p.m.