



THURSDAY, MAY 28, 2015
3:00-5:00 PM, GRIFFIN GATE
MEETING SUMMARY

INTERIM PRESIDENT	Tim Flood (Chair)	√	DIVISIONAL REPS (7)	Adelle Schmitt	√
VICE PRESIDENT ACADEMIC AFFAIRS	Katrina VanderWoude			Jennifer Bennett	√
VICE PRESIDENT STUDENT SERVICES	Chris Hill (Interim)	√		Jane Nolan	
INTERIM VICE PRESIDENT ADMINISTRATIVE SERVICES	Linda Jensen	√		Michael Barendse	√
SR. DEAN OF COLLEGE PLANNING & INSTITUTIONAL EFFECTIVENESS	Beth Smith (Interim)	√		Craig Milgrim	√
INTERIM DEAN OF CAREER & TECH ED/WORKFORCE DEVELOPMENT	Jim Custeau (Interim)	√		Patty Morrison	√
DEAN, COUNSELING & ENROLLMENT SERVICES	Martha Clavelle			Liz Barrow	√
DEAN OF ARTS, LANGUAGES AND COMMUNICATION	Steve Baker	√	BASIC SKILLS REPRESENTATIVE	Corey Manchester	
DEAN, ENGLISH, SOCIAL/BEHAVIORAL SCIENCES	Agustin Albarran	√	SUPERVISORY REPRESENTATIVES (2)	Genie Montoya	
DEAN, MATH, NATURAL SCIENCES & EXERCISE SCIENCE/WELLNESS	Mike Reese	√		Kurt Brauer	√
DEAN, LEARNING & TECHNOLOGY RESOURCES	Taylor Ruhl (Interim)	√	CLASSIFIED SENATE DESIGNEE	Rochelle Weiser	√
DEAN OF ALLIED HEALTH & NURSING	Debbie Yaddow		CLASSIFIED SENATE REPRESENTATIVE	Linda Daley	
DEAN, ADMISSIONS, RECORDS & ENROLLMENT SERVICES	Aaron Starck	√	CSEA REP	Will Pines	
ASSOCIATE DEAN, ATHLETICS	Jim Spillers	√	ASGC PRESIDENT OR DESIGNEE	Elijah Descoteaux	√
ACCREDITATION LIASON OFFICER	Chris Hill	√	GUESTS:		
DIRECTOR FACILITIES & OPERATIONS	Ken Emmons	√			
PRESIDENT, ACADEMIC SENATE	Sue Gonda (Co-Chair)	√			
AFT REPRESENTATIVES	Jim Mahler				
	Victoria Curran for Judd Curran	√			
CHAIRS & COORDINATORS REP	Evan Wirig	√	RECORDER:	Patty Sparks	√



The Meeting commenced at 3:00 PM.

I. ENROLLMENT UPDATE

Today, May 28, is the last day to drop for non-payment. The system will be down from midnight and back up early morning May 29. The college will see a drop in enrollment and our targets are 20 students or 80% fill rate, less sections discussed otherwise.

Efforts are in place such as advertising on the radio to boost our FTES numbers. For the summer we need approximately 851 FTES and our current projections are at 905 FTES. We need approximately 6,826 FTES for fall but currently projecting 6,500 FTES. We are below what our projections were as to efficiency numbers. Where we populate FTEF per FTES for fall and spring is important. During the budget crisis we were over 17 FTES per FTEF with packed classes. The 2014/15 FTES per FTEF goal was 16, we anticipate coming in at 15.4. As a college we are running more sections and serving fewer students. The Enrollment Strategies Committee will continue to address these issues.

II. BUDGET

Highlights of the May Revise

Tim disseminated two handouts, an email from Dan Troy dated Friday, May 22, 2015 and The Board of Governors of California Community Colleges presentation dated May 19, 2015, for the Council to review. There is still wrangling happening on what dollars will move forward. Tentative Budget (TB) this year does have some components of the May Revise. There is support for the following:

- 3% Growth
- Significant funding increase for general operating expenses (Governor and Assembly \$267M – with the Senate looking at \$273M)
- \$75M for increased full-time faculty hiring – needs further discussion
- Instructional Equipment without a local match (Governor and Assembly \$146M – with the Senate looking at \$173M)
- Significant support to pay down mandates (Governor and Assembly \$626M – with the Senate looking at \$651M)
- \$15M augmentation for Institutional Effectiveness
- Additional \$15M increase for Student Equity Plans
- \$100M increase to SSSP that was proposed in January.
- \$29M increase for Apprenticeship
- \$48M for SB1070



Tim reminded the Council that there will be a difference in funding from Tentative Budget (TB) to Adopted Budget (AB). He explained that TB is built off assumptions, estimates of what we think the Governor will allocate. In June we estimate what the TB will be and we build from there. The budget will be Tentative until the Governing Board ratifies it, usually in June. TB does not include the actual ending balance or prior year one-time funds, but does include projections for the following:

- step and column
- benefit costs
- utility cost increases
- approved staffing plan
- 1% fiscal uncertainty holding
- 3% restoration funding
- Cola (1.02%)
- Base allocation funding

In the AD, benefits are projected and the RAF and SET Funds are determined in December for January 1. He stated that we need approximately \$2.2M of ending balance to begin our next fiscal year. The Council discussed and recommended that any funding over the \$2.2M in ending balance be allocated to the ERI remaining balance and a Fund 41 key code.

TB for 2015/16 is estimated at \$63.4M, last year's working budget was \$62.8M. We need to be mindful of rising utility costs as well as benefits and step and column increases.

Budget Formula

Tim explained that the formula is a mechanism to distribute the State's revenue to the colleges and that funding comes to us based on FTES. For 2015/16 the Credit FTES Rate is \$4943 and \$2973 for Non-Credit FTES. Growth is determined by base FTES (prior year funded FTES) plus growth. The District must earn the growth FTES to get the growth funds. When state-wide revenues such as property taxes, student enrollment fees, income tax, and sales taxes come in lower than estimated the State Chancellor's Office reduces the apportionment amount by a deficit factor which is a one-time reduction. The resident FTES percentage is used to distribute State revenue and the total FTES (Resident and Non-Resident) percentage rate is used to allocate district wide commitments and District Services expenses.

Tim further explained that the budget formula includes two fundamental revenue sources, they are:

- The basic Allocation funding which takes into consideration the economies of scale and the size of the colleges;
- Funding per FTES based on the credit and non-credit FTES rates established by the State.



This ensures that the colleges will receive what they earn.

III. HSI PRESENTATION

Beth stated that Grossmont College is a Hispanic Serving Institution (HSI), but now what are the next steps? She explained that HSI is a federal program designed to assist colleges or universities with first generation, low income Hispanic students. There are over 370 schools that have been designated as an HSI. She provided the criteria in order to receive federal funding, it is:

- Cannot be a for-profit university
- Must offer at least two-year academic programs that lead to a degree
- Must be accredited by an agency or association recognized by the Dept of Education
- Must have high enrollment of needy students
- Have at least a 25% Hispanic FTE undergraduate student enrollment

Grossmont College meets these requirements. In 2013/14 data shows that 31.5% of our students are Hispanic and 36% of them are first time cohort participants. In fall 2013 data shows that 44.3% of all students receive financial aid and 1/3% is Hispanic. Grossmont College submitted a Title V grant proposal (for HIS institutions) in May. Besides receiving funding, what do we want to do with this designation? What does it mean for students, staff, departments, the college and the community we serve? What changes should, if any, occur? Things we could do:

- Identify college-wide outreach, services, and support for Hispanic students
- Ensure unit plans specifically address Hispanic students
- Be more intentional about identifying bilingual faculty and staff to assist students
- Ask program review to include direct questions about service to this population

How do we design a program to specifically address Spanish speaking students? There is a new group on campus identifying themselves as Grossmont College Hispanic Student Success and Engagement Task Force. This group is looking at programs established at other colleges and universities and what might work here at Grossmont. Some goals of the Task Force is to provide outreach and student success efforts with this large and rapidly growing demographic. The Task Force will look at programs and come back with recommendations for a program here.

The Council discussed these efforts and suggested the following efforts:

- Continue with a welcoming environment
- Develop cultural awareness
- Film series



- Speakers addressing the Hispanic culture
- Focus groups

Beth will bring more information to this Council as it comes in.

IV. STRATEGIC HIRE REQUESTS (EXPEDITED)

Costume Lab Technician

This is a needed position and makes sure we account for theatre arts. This position helps provide current technical skills in costume design and construction necessary for certificates, degrees and transfer requirements. This position is already in the budget for funding.

Admissions and Records Systems Specialist

This position directly supports faculty issues related to enrollment management, add and cancellation of classes, and all enrollment issues. This position was previously held by Laura Murphy, a huge loss to the department. This position is critical to the department.

Financial Aid Assistant

This position is critical as it assists with approximately 20,000 applications per year. It is imperative that the college sustains the current level of staff to support the ongoing demand for financial aid to ensure timely processing of financial aid application.

Student Services Assistant, Sr.

This position addresses the critical threshold of educational support services and is an integral component of the mandated core services of the SSSP. This person additionally assists students with information regarding transfer requirements, graduation requirements and selected major requirements according to established guidelines and procedures. This position is critical to the department.

Learning Disabilities Specialist/Coordinator

This position assists students with disabilities by determining and providing appropriate academic accommodations related to their disabilities in order for them to achieve their educational goals. This position was held by Jane Nolan.

Action Taken: The Council had no opposition and agreed to move these positions forward.



Tim reminded the Council that it appears we should be able to move forward with 10 faculty positions as there are eight faculty retirements and two separations. Those positions should be moving forward timely. Further, once we receive our final “faculty funding” we can move down the prioritized list based on department budget and Faculty Obligation Number (FON) requirements.

Meeting Adjourned: 5:00 p.m.

NEXT P&RC MEETING DATE: July 23, 2015, 3 – 5 p.m., Griffin Gate

VISION: CHANGING LIVES THROUGH EDUCATION