



GROSSMONT-CUYAMACA
COMMUNITY COLLEGE DISTRICT

DISTRICTWIDE STRATEGIC PLANNING & BUDGET COUNCIL

Meeting Notes - November 9, 2009

ATTENDING: J. Buckley, B. Carino, J. Colson, S. Cooke, M. Copenhaver, T. Flood, C. Hill, J. Mahler, R. Manzoni, J. Marron, C. Miles, T. O'Hare, T. Pitt, D. Quittner, S. Rearic, A. Satele, P. Setzer, M. Wangler

ABSENT: N. Comer, S. Pereira, M. Valenzuela, P. Wright

ALSO ATTENDING: S. Abushaban

RECORDER: P. Tillery

1. Strategic Planning Update

Chancellor Miles reported on the status of the strategic planning process. She explained that both colleges and District Services are in the process of finalizing their site Strategic Plans for 2010-2016. The colleges' and District Services Plans form the basis of the Districtwide Strategic Plan for 2010-2016. The goal is to submit each of the completed Plans to the Governing Board for approval at the December 15, 2009, Board meeting. The Plans would then be launched in January 2010.

2. District Strategic Areas of Focus 2010-2016

C. Hill electronically reviewed a draft version of the District Strategic Areas of Focus for 2010-2016. The Areas of Focus were developed by the Task Force charged by the Governing Board with finalizing goals, objectives, and benchmarks for 2010/2016 GCCCD Strategic Plan. Hill explained that the Areas of Focus presented for review are a revised version of the Areas of Focus presented to Council members in September, and reflect the work of the Task Force.

Discussion followed concerning the five areas and the following changes were suggested:

Student Access

- Add: qualitative feedback on outreach and outcomes measurement.

Value and Support of Employees

- Add: number of opportunities for professional development

Economic and Community Development

- Add: How we are meeting workforce needs:
 - Quality of preparation
 - Increased economic contribution to GCCCD

Robust Fiscal and Physical Resources

- Change title to: Fiscal and Physical Resources
- Change description to: Exercise strategic and transparent stewardship and development of district fiscal and physical resources.
- Add:
 - Increase contributions to Foundations and Auxiliary
 - Increase in facilities Condition Index Report

3. Site Strategic Plan Updates

Discussed under item 1, Strategic Planning update.

4. Summary of Interfund Transfers

S. Rearic electronically reviewed a summary of interfund transfers from the General Fund to Capital Projects fund.

The summary will be added to the Budget page of the District Intranet.

5. Draft Budget FAQ

Rearic electronically reviewed a draft version of Frequently Asked Questions (FAQ) being developed for posting to the District Intranet Budget page.

Following discussion, the following suggestions were made for consideration:

- For Question 1 regarding the 50% Law:
 - Provide an explanation (or link to explanation) regarding the 50% Law, including explanation of object codes;
 - Include information concerning components of computation;
- For Question 4, clarify actual number of faculty;
- Reorder questions – list general questions first, then more specific questions;
- Group similar questions;
- Provide a list of questions at beginning that can be “clicked” to take user directly to a specific question and answer, rather than scrolling through entire list.

Rearic said that after suggested changes are incorporated, the draft FAQ would be sent to Council members for review.

6. State Categorical and Federal ARRA Funds

Rearic electronically reviewed updated information concerning State and American Recovery and Reinvestment Act (ARRA) 2009 allocations. She explained that current State information is reflected in the information presented and that ARRA funds provide a short-term solution for this fiscal year.

Additionally, Rearic explained that the State Controller's Office will deposit each district's share of ARRA funds on November 24, 2009. Districts will have three business days to expense funds beginning on November 24.

7. Standards of Good Practice for Conserving Energy

Rearic electronically reviewed a draft version of the *Standards of Good Practice for Conserving Resources*. The current version includes temperature settings for heating and air conditioning.

8. Draft Budget Preparation Calendar 2010-2011

- Rearic electronically reviewed a draft *Budget Preparation Calendar for 2010-2011*.

9. Summer Demographics Report

J. Buckley distributed a handout concerning Summer enrollments 2007-2009. Rearic asked Buckley to provide the enrollment information to her office electronically. Summer demographics information will be added to the District Intranet.

There was a short discussion concerning the definition of a "returning" student. Buckley will provide clarification at the next DSP&BC meeting.

Electronically reviewed documents will be distributed electronically to Council members (the was subsequently done on November 10.)

Next Meeting

The next meeting of the Districtwide Strategic Planning & Budget Council will be **Monday, December 7, 2009, 2:30 p.m., in the District Annex conference room.**