



GROSSMONT-CUYAMACA  
COMMUNITY COLLEGE DISTRICT

## ***DISTRICTWIDE STRATEGIC PLANNING & BUDGET COUNCIL***

### **Meeting Notes – April 12 , 2010**

ATTENDING: J. Buckley, B. Carino, J. Castanos, S. Cooke, M. Copenhaver, T. Flood, C. Hill, J. Mahler, J. Marron, C. Miles, T. O'Hare, S. Pereira, S. Rearic, A. Satele, S. Savin, P. Setzer, M. Valenzuela, M. Wangler

ABSENT: J. Colson, N. Comer, D. Quittner, R. Rose

ALSO ATTENDING: S. Abushaban, L. Jensen, K. McCoy (for Rose) J. Recktenwald (for Comer)

RECORDER: P. Tillery

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#### 1. 2009/10 Update

- Revenue Projection – Recognition of Increased Revenue

S. Rearic electronically reviewed a 2009/10 revenue projection reflecting the State's adjustment to Apportionment (P-1) that was released in March. The State's adjustment to the District's deficit factor resulted in a \$3.9 million increase in revenue for the District. It was proposed that the increased revenue should be presented to the Governing Board for recognition in the District's 2009/10 budget.

Following discussion, it was agreed by Council members that the \$3.9 million revenue increase should be recognized in the District's 2009/10 budget, and be presented to the Governing Board for approval at the April 20, 2010, Board meeting.

Rearic indicated that the impact of the revenue forecast of \$3.9 million would be included on the *Budget Revisions* Board docket item at the April 20, 2010, Board meeting. After approval by the Board, the increased revenue will run through the Income Allocation Formula and the sites will be increased proportionately and funds will be dedicated to help 2010/11.

- Expenditure Forecast – Pending Transfers

Rearic reviewed an Unrestricted General Fund expenditure projection for 2009/10. She explained that a \$3.7 million expenditure ending balance is anticipated.

#### 2. Summer 4/10

Rearic reviewed a *Summer 4/10 Schedule Reference* and *4/10 Work Week Schedule Analysis* for Summer 2010. The reference will be sent to all staff electronically.

### 3. Staffing and Open Positions Status

Rearic reviewed a contract employees report for Spring 2009 compared to Spring 2010. Headcount and FTE information was presented for each term.

Rearic also reviewed a report of vacant positions as of March 2010. The report included full-time faculty, managers and supervisors, and classified employees.

### 4. 2010/11:

- Budget Scenarios

Rearic reviewed budget scenarios for 2010/11. Discussion followed concerning building the 2010/11 budget with a 2% or 4% deficit. If the deficit does not occur, then the revenue would be recognized later in the budget year.

- Budget Strategies

Rearic reviewed draft budget reduction strategies for 2010/11 that included recognition of \$3.9 million of additional 2009/10 revenue.

### 5. Sustainability Staffing Plans

Rearic reviewed a sustainability staffing plan for full-time equivalent classified staff, full-time faculty, and managers and supervisors. She also reviewed two additional documents that provided detailed information related to the staffing plan: a status of positions to be filled, as of the Chancellor's budget update message of October 2009, and a list of unanticipated new and replacement positions for 2009/10 for Cuyamaca College and Grossmont College.

Rearic reviewed a 3-5 year staffing plan. Lengthy discussion followed concerning the priority of positions to be filled at each site. Following discussion, there was agreement that the priority of positions to be filled included:

#### Cuyamaca College

- Associate Dean of Athletics
- Counseling & Assessment Center Supervisor
- Financial Aid Supervisor
- Media Services Technician

#### Grossmont College

- Nursing Director
- Health Professions Specialist
- Associate Dean, Student Affairs
- Creative Services Support Specialist for Tech Mall lab coverage, evening hours

#### District Services

- Sr. Director, Institutional Research
- Information Systems/Programmer Analyst, Sr.

Additionally, it was agreed that the following positions should be included on the April 20, 2010, Governing Board personnel docket item for approval to fill:

Grossmont College

- Nursing Director

Cuyamaca College

- Associate Dean of Athletics
- Counseling & Assessment Center Supervisor
- Media Services Technician

District Services

- Information Systems/Programmer Analyst, Sr.

The Council also discussed the need to communicate the staffing plan to constituent groups and how this should be done, e.g., e-mail communication or special meetings. It was also suggested that the staffing plan be analyzed in terms of the 50% Law.

6. Follow-Ups to 4/7/10 Special Budget Meeting

As a follow-up to the special budget information session on April 7, 2010, updated FTES information was presented.

7. 2010 Meeting Schedule

An updated 2010 meeting schedule was presented reflecting meeting location change DSP&BC meetings held at Grossmont College.

Next Meeting

The next meeting of the Districtwide Strategic Planning & Budget Council will be Monday, May 10, 2010, 2:30 p.m., Cuyamaca Student Center, room I-209.