



GROSSMONT-CUYAMACA
COMMUNITY COLLEGE DISTRICT

Districtwide Strategic Planning & Budget Council

April 8, 2013, Meeting Notes

Chair:	Sue Rearic	<input type="checkbox"/>	Members Present	<input checked="" type="checkbox"/>
Administrators Assoc.:	Michael Copenhaver	<input checked="" type="checkbox"/>	Administration:	Cindy Miles <input checked="" type="checkbox"/>
AFT:	Jim Mahler	<input checked="" type="checkbox"/>		Sunita Cooke <input checked="" type="checkbox"/>
CSEA:	Rocky Rose	<input checked="" type="checkbox"/>		Mark Zacovic <input checked="" type="checkbox"/>
FOP:	Ryan Montalvan	<input type="checkbox"/>		Sahar Abushaban <input checked="" type="checkbox"/>
Conf. Meet & Confer:	Tim Flood	<input checked="" type="checkbox"/>		Jeff Baker <input checked="" type="checkbox"/>
Confidential Staff:	Kim Widdes	<input type="checkbox"/>		Steve Baker <input checked="" type="checkbox"/>
GC Academic Senate:	Sue Gonda	<input checked="" type="checkbox"/>		Danene Brown <input checked="" type="checkbox"/>
	Michael Barendse	<input type="checkbox"/>		Arleen Satele <input checked="" type="checkbox"/>
CC Academic Senate:	Alicia Munoz	<input type="checkbox"/>		Tim Corcoran <input checked="" type="checkbox"/>
	Jesus Miranda	<input checked="" type="checkbox"/>		Anne Krueger <input checked="" type="checkbox"/>
Students Reps:	Ariel Satele (C)	<input checked="" type="checkbox"/>	Also Attending:	Linda Jensen <input checked="" type="checkbox"/>
	Peg Marcus (G)	<input checked="" type="checkbox"/>		Teresa McNeil <input checked="" type="checkbox"/>
Classified Senate:	Wendy Corbin	<input type="checkbox"/>	Recorder:	Christopher Tarman <input checked="" type="checkbox"/>
				Brian Nath <input checked="" type="checkbox"/>
				Howard Irvin <input checked="" type="checkbox"/>
				Mark Rensink <input checked="" type="checkbox"/>
				Angela Johnson <input checked="" type="checkbox"/>
				Paula Tillery <input checked="" type="checkbox"/>

1. Strategic Planning

Chris Tarman provided a brief update on Strategic Planning activities, including the Student Success Scorecard and ARCC Report. Chris will be part of a presentation at the May Governing Board meeting concerning the Scorecard and ARCC Report.

2. Research, Planning & Institutional Effectiveness Survey Calendar

Chris reported that the survey calendar is under development.

3. Institutional Research & Planning Committee Update

Chris explained that a Research Committee workgroup meets monthly to work on issues concerning surveys, including the timing of surveys, span between surveys, and evaluating whether we are over-surveying or getting data that we don't need. He said the workgroup is talking about merging data needs that we get from surveys and projecting out to 2018.

Chris reported that he recently attended a session at the RP Group conference concerning forming an Institutional Review Board (IRB). An IRB was also discussed by the Research Committee workgroup who will report back to the Research Committee on this subject. The Research Committee would work with the Academic Senates regarding their involvement in forming an IRB.

4. Tentative Budget Preparation Status

Sahar Abushaban reported that 2013/14 Tentative Budget is being built on estimates reviewed at the March DSP&BC meeting. She also reported that Payroll Forecasts have been issued to the site business officers, and that the Allocation Formula will be issued to the sites on May 14.

5. Staffing Plan Updates

President Cooke reviewed the Grossmont College proposed critical hires, which included the Executive/Senior Dean-College Planning and Institutional Effectiveness, and the Director-College and Community Relations. She said that the College Planning and Institutional Effectiveness position is proposed as either an Executive or Senior Dean position. The Administrators Association classification committee will make that determination.

The proposed District Services critical hires were reviewed by Sahar, Chris and Chancellor Miles, which included Research Analyst, Public Safety Officer, and three Public Safety Security Assistant positions.

There was no opposition to moving the positions forward.

6. FTES Update

- Fill Rates – A [summary](#) of site fill rates for Fall 2009 through Spring 2013 was reviewed.

- CAP, Summer 2013, Potential Winter 2014 Intersession

Chancellor Miles called upon the colleges to provide updates regarding enrollment:

- President Cooke said that estimates indicate that even with the late start eight week session, Grossmont is approximately 170-180 FTES short of where it needs to be for the year, and may have to pull back as much as 200 FTES from Summer.
- Interim Vice President-Instruction Brown reported that Cuyamaca's fill rate for the second eight week session is about 74%. She said that after census, the college will have a better picture of what will have to be done for Summer. A fill rate of 80% is projected for Summer. Cuyamaca is scheduling for approximately 400-450 FTES that will need to be pulled back from Summer.

Discussion followed concerning possible intersession offerings in 2014. Chancellor Miles commented that from a student success perspective, decisions should be based on what is good for students in terms of the types of classes offered and a variety of classes offered between the colleges.

- Enrollment Strategies

Chancellor Miles commented that data from last year was used for predicting FTES for this year which did not provide accurate estimates. She said that we need to consider very carefully how we plan and what we will use to estimate for next year. As part of the call for strategic enrollment management, technical analysis is needed. She said a researcher has been enlisted that will present a workshop regarding enrollment management. Suggested attendees include, Chancellor's Cabinet, academic leaders, deans, chairs, etc. Possible dates are April 29 or May 2*.

* Subsequent to meeting, the workshop will be scheduled for May 2.

7. Updated 2013/2014 Budget Preparation Calendar

The 2013/2014 [Budget Preparation Calendar](#) was revised to reflect Board workshops and meeting presentations.

8. Updated 2013 Meeting Schedule

The DSP&BC 2013 [Meeting Schedule](#) was revised to reflect Board workshops and meeting presentations.

Next Meeting

Monday, May 13, 2013; 2:45 – 4:00 p.m.; Cuyamaca College Student Center