

District Strategic Planning & Budget Council

December 1, 2014, Meeting Notes

			Members Present		Χ
Chair:	Sue Rearic	X		0: 1 14:	
Administrators Assoc.:	Michael Copenhaver		Administration:	Cindy Miles Sunita Cooke Mark Zacovic	X
AFT:	Jim Mahler	Χ		Tim Corcoran	
CSEA:	Rocky Rose			Chris Hill Scott Thayer Katrina VanderWoude	X X
Conf. Administrators:				Wei Zhou	Χ
Confidential Staff:	Kim Widdes			Sahar Abushaban Pat Setzer Tim Flood	X
GC Academic Senate:	Sue Gonda Michael Barendse	X		Anne Krueger Christopher Tarman Brian Nath	X X X
CC Academic Senate:	Alicia Munoz Jesus Miranda	X		John Valencia	X
Students Reps:	Elsa Hernandez Rafael Navarrete		Also Attending:	Jeff Lehman Beth Smith	X
Classified Senate:	Yvette Macy		Recorder:	Paula Tillery	Χ

1. Strategic Planning

 The 2016-2022 GCCCD Strategic Plan Timeline was reviewed. The timeline will be part of the 2013-2014 Strategic Planning Outcomes Report to the Governing Board and DSP&BC on December 9, 2014. The District Research & Planning Office is working with the colleges and District Services to finalize the Outcomes Report, which will include sections for both Grossmont and Cuyamaca Colleges and District Services.

Other Strategic Planning discussion included:

- A joint Governing Board and DSP&BC Strategic Planning workshop will be held in Spring 2015 to review District Mission, Vision, and Areas of Focus, which will inform planning goals and activities for the colleges and District Services.
- Data Scans to be completed in Summer 2015.
- Strategic Planning kick-off to begin in Fall 2015. It was agreed that DSP&BC would serve as the Steering Committee for Strategic Plan development.
- Formation of a Taskforce of DSP&BC members to work with Chris Tarman on an outline and timeline for development of 2016 Strategic Plan. Chris Hill and Beth Smith volunteered to represent Grossmont College; representatives for Cuyamaca College and District Services will be added.
- The 2013-2019 GCCCD Survey Calendar was reviewed.
- Monthly Site Updates: Following discussion, it was agreed that a monthly Strategic Planning
 update from each site would be added to future DSP&BC agendas.

2. Budget Update

Sahar Abushaban reported that revised Apportionment schedules have been received for 2012/2013 and 2013/2014. More information will be provided at the January 12 DSP&BC meeting.

3. College Enrollment Management

<u>Technical Adjustments</u>:

- The 2013/2014 Apportionment Attendance Report was revised and the recalculation was submitted to the State Chancellor's Office last month.
- The 2014/2015 First Period Apportionment Attendance Report, which is filed in January, will require adjustments for Fall 2014.
- o Enrollment Management Teams will move forward with documenting implementation rules and an approach for scheduling, documenting and reporting WSCH.

Enrollment Management Workshops

- Grossmont Update: Katrina VanderWoude, Vice President-Academic Affairs, distributed and reviewed an update on <u>Ongoing Enrollment Strategies</u> at Grossmont College.
- Cuyamaca Update: Wei Zhou, Vice President-Instruction, reported that data is being reviewed, including classes offered, and options.

Chancellor Miles commented that it would be interesting to look at major challenges, such as identified on the distributed handout, to consider how to approach across the board.

4. Districtwide FTES Reporting

No discussion – for information only:

- State reports are submitted 3 times per year:
 - o P1 January 15th
 - o P2 April 20th
 - Annual July 15th
- Optional Recalculation (Form 317) November 1st
- State reporting and local forecasts are prepared by District Services using instructional data, student enrollment data and attendance as reported on the Colleague Student System.

5. Summer 4/10 Work Schedule

The Summer 4/10 work schedule information has been updated on the Employee Intranet: http://intranet.gcccd.edu/employee-resources/summer-410-schedule.html

6. Strategic Hire Requests

- Grossmont:
 - Dean-Admissions & Records and Financial Aid (this is not a new position; currently being filled by an interim administrator); Associate Dean-Student Success and Equity
- Cuyamaca none
- District Services none

There was no objection to moving positions forward.

Jim Mahler suggested that the Strategic Hire Request form be revised to include a line indicating "Included in RAF", if appropriate, and that the Personnel Governing Board docket item should also indicate which positions will be new as they relate to RAF.

Next Meetings:

- Tuesday, December 9, 2014: 6:30 p.m., Grossmont College Griffin Gate Joint Governing Board and DSP&BC Strategic Plan Outcomes Report
- Monday, January 12, 2015, 3:00 p.m., Cuyamaca College Student Center, I-209 regular meeting