



GROSSMONT-CUYAMACA
COMMUNITY COLLEGE DISTRICT

District Strategic Planning & Budget Council

May 12, 2014, Meeting Notes

Chair:	Sue Rearic	<input checked="" 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 type="checkbox"/>		Mark Zacovic <input checked="" type="checkbox"/>
Conf. Administrators:	Arleen Satele	<input checked="" type="checkbox"/>		Marsha Edwards <input type="checkbox"/>
Confidential Staff:	Kim Widdes	<input type="checkbox"/>		Scott Thayer <input checked="" type="checkbox"/>
GC Academic Senate:	Sue Gonda	<input checked="" type="checkbox"/>		Katrina VanderWoude <input checked="" type="checkbox"/>
	Michael Barendse	<input type="checkbox"/>		Wei Zhou <input checked="" type="checkbox"/>
CC Academic Senate:	Alicia Munoz	<input checked="" type="checkbox"/>		Sahar Abushaban <input checked="" type="checkbox"/>
	Jesus Miranda	<input checked="" type="checkbox"/>		Steve Baker <input type="checkbox"/>
Students Reps:	Jaclyn Marlow	<input type="checkbox"/>		Pat Setzer <input type="checkbox"/>
	Esau Cortez	<input type="checkbox"/>		Tim Flood <input checked="" type="checkbox"/>
		<input type="checkbox"/>		Tim Corcoran <input checked="" type="checkbox"/>
		<input type="checkbox"/>		Anne Krueger <input checked="" type="checkbox"/>
		<input type="checkbox"/>		Linda Jensen <input checked="" type="checkbox"/>
		<input type="checkbox"/>		Christopher Tarman <input checked="" type="checkbox"/>
		<input type="checkbox"/>		Brian Nath <input checked="" type="checkbox"/>
		<input type="checkbox"/>		John Valencia <input checked="" type="checkbox"/>
		<input type="checkbox"/>		
		<input type="checkbox"/>	Also Attending:	Chris Hill <input type="checkbox"/>
Classified Senate:	Yvette Macy	<input type="checkbox"/>		Jeff Lehman <input checked="" type="checkbox"/>
		<input type="checkbox"/>	Recorder:	Angela Johnson <input type="checkbox"/>
		<input type="checkbox"/>		Paula Tillery <input checked="" type="checkbox"/>

1. Strategic Planning

Chris Tarman briefly reported on the April 22, 2014, joint Governing Board and DSP&BC *Planning for Student Success* workshop. The presentation for the workshop is available on the Governing Board meetings page: <http://www.gcccd.edu/governing-board/documents/dockets/2014/april/Planning%20for%20Student%20Success%20Presentation.pdf> Chris also reported that he attended the Cuyamaca College planning retreat on May 9, and is preparing for the joint Board and DSP&BC Tentative Budget Workshop on June 10, as well as a District Services planning retreat in July.

2. Budget Update

- Sahar Abushaban provided a budget update:
 - A joint Governing Board and DSP&BC Tentative Budget workshop will be Tuesday, June 10, 2014, 4:00 p.m., at the Grossmont College Griffin Gate
 - The Governor’s May Revise will be released on May 13
 - The 2014/2015 Tentative Budget (TB) will be based on the Governor’s January proposed budget, and include:
 - COLA - .86%; Amount - \$759,400
 - FTES Restoration – 3%; 525 additional FTES
 - TB beginning balance based on traditional balance; AB based on actual ending balance
 - Unrestricted General Reserve based on 5.5% of TB (rather than prior year expenditures)
 - TB will have a 2% deficit factor
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- Tentative Budget Income Allocation Formula will be sent to site Business Offices on May 13
- A summary of [Districtwide Commitment by Account Keycode](#) was reviewed.
- Responding to questions concerning the cost of the contract with San Diego County Sheriff for police enforcement services, Sue Rearic responded that in past years police were funded by Public Safety and Parking Funds; however, Parking Funds are not used to pay Sheriff contract. She said that costs were anticipated to be approximately \$1.7 million, but, due to overtime costs, that amount is approximately \$1.9 million. Sue will discuss the overtime matter with Sheriff Sergeant Victor Perry. She said an analysis of costs would be completed.
- Sue explained that there will be an increase in costs for the Enterprise Resource Planning (ERP) for Finance & Purchasing and HR/Payroll implantation. Brian Nath discussed Information System commitments.

3. Revised Board Policies and Administrative Procedures

Revisions to the following [Board Policies \(BP\) and Administrative Procedures \(AP\)](#) were reviewed:

- **BP/AP 3250, *Institutional Planning*** – BP and AP updated to reflect review on current review cycle of every six years, and proposed additions to BP. Chancellor Miles said that the proposed addition of “Sustainability Plan” to the list of plans included on BP 3250 should not occur until the Sustainability Plan is in place. Additionally, the proposed changes to BP 3250 will be presented to the Institutional Research & Planning Committee (IRPC) before being submitted to DEC. Proposed revision to AP 3250 to reflect current update from CCLC, there were no material revisions.
Consensus: No second read necessary at DSP&BC. Move BP 3250, with deletion of “Sustainability Plan” forward to IRPC; then OK to move to DEC, along with AP 3250.
- **BP/AP 5030, *Fees*** – BP and AP updated to reflect review on current review cycle, with one proposed addition to AP 5030.
Consensus: No second read necessary at DSP&BC. Proposed revisions to BP and AP 5030 OK to move forward to DEC.
- **BP/AP 6200, *Budget Preparation*** – BP and AP updated to reflect review on current review cycle, with one proposed deletion to BP 6200.
Consensus: No second read necessary at DSP&BC. Proposed revisions to BP and AP 6200 OK to move forward to DEC.
- **BP/AP 6250 – *Budget Management*** – BP and AP updated to reflect review on current review cycle, with proposed changes to BP 6250.
Consensus: No second read necessary at DSP&BC. Proposed revisions to BP and AP 6250 OK to move forward to DEC.

4. Staffing Plan

- Strategic Staffing Request Justification Form Update – Sue explained that the *Strategic Staffing Plan Recruitment Priorities Quick Reference* and the *Strategic Hire Request* form have been revised to streamline the form and to change updating and posting of *Status of Approved Recruitments* following monthly DSP&BC meeting, rather than after Governing Board meeting. (Subsequent to the meeting, the revised *Strategic Staffing Plan Recruitment Priorities Quick Reference* and the *Strategic Hire Request* form were posted to the [Employee Resources/Quick Reference](#) page on the Employee Intranet and an e-mail announcement was sent to all faculty and staff.)

- The following Strategic Hire Requests were reviewed:

Cuyamaca College – Three emergency hire requests approved for expedited processing by Chancellor’s Cabinet – English Instructor, Earth Science Instructor, and Math Instructor - were sent to DSP&BC members via e-mail on May 8, 2014.

The following Strategic Hire Requests were presented: Child Development Center Technician; Life Sciences, Biological Sciences, Genomics, Bioinformatics & Biotechnology Technician

The Life Sciences Technician position will be forwarded to the Classification Review Committee, and then will be moved forward.

There was no objection to moving the Child Development Center Technician forward.

Grossmont College – Stagecraft Technician; Student Services Assistant

District Services – Warehouse Supervisor; Inventory Control Technician; Campus and Parking Services (CAPS) Specialist

There was no objection to moving the Grossmont College and District Services positions forward.

Next Meeting: Joint Governing Board and DSP&BC Tentative Budget Workshop
Tuesday, June 10, 2014; 4:00 p.m., Grossmont College Griffin Gate