



**District Strategic Planning & Budget Council**

**July 7, 2014, Meeting Notes**

<b>Chair:</b>	<b>Sue Rearic</b>	<input checked="" type="checkbox"/>	Members Present	<input checked="" type="checkbox"/>
Administrators Assoc.:	Michael Copenhaver	<input type="checkbox"/>	Administration:	<input type="checkbox"/>
AFT:	Jim Mahler	<input checked="" type="checkbox"/>	Cindy Miles	<input type="checkbox"/>
CSEA:	Rocky Rose	<input type="checkbox"/>	Sunita Cooke	<input type="checkbox"/>
Conf. Administrators:	Arleen Satele	<input checked="" type="checkbox"/>	Mark Zacovic	<input checked="" type="checkbox"/>
Confidential Staff:	Kim Widdes	<input checked="" type="checkbox"/>	Scott Thayer	<input checked="" type="checkbox"/>
GC Academic Senate:	Sue Gonda	<input type="checkbox"/>	Peter White	<input type="checkbox"/>
	Michael Barendse	<input type="checkbox"/>	Katrina VanderWoude	<input type="checkbox"/>
CC Academic Senate:	Alicia Munoz	<input checked="" type="checkbox"/>	Wei Zhou	<input checked="" type="checkbox"/>
	Jesus Miranda	<input type="checkbox"/>	Sahar Abushaban	<input checked="" 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"/>
Classified Senate:	Yvette Macy	<input type="checkbox"/>	Tim Corcoran	<input type="checkbox"/>
			Anne Krueger	<input checked="" type="checkbox"/>
			Linda Jensen	<input checked="" type="checkbox"/>
			Christopher Tarman	<input checked="" type="checkbox"/>
			Brian Nath	<input type="checkbox"/>
			John Valencia	<input type="checkbox"/>
			Also Attending:	
			Steve Baker	<input checked="" type="checkbox"/>
			(for Copenhaver)	
			Recorder:	
			Paula Tillery	<input checked="" type="checkbox"/>

1. Strategic Planning

Chris Tarman reported that there are several Governing Board planning presentations coming up this Fall, which include the Student Success & Support Program Plans, Student Equity Plans, and Strategic Plan Outcomes Report. The goal is to be sure planning is coordinated throughout all plans

2. Year-End Processing

- Purchase Order Carryovers (POCOs) – Sahar Abushaban reviewed a [summary of POCO for 2014/2015](#).
- Ending Balances Pending - She explained that the first step in determining ending balances is the consideration of POCO. As invoices are paid in July, they will be accrued to fiscal year 2013/14, which will reduce POCO for 2014/15. The process will not be complete for another few weeks. Sahar will send the sites a list of their POCO.

3. Budget Update

- 2013/2014 – the following documents were reviewed:
  - State P-2 [2013/2014 Second Principal Apportionment Summary](#). The Statewide deficit was reduced from \$226 million at P1 to \$89 million at P2, which resulted from the distribution of more EPA funds than originally estimated.
  - [2013/2014 total Apportionment summary](#)
  - [2013/2014 Second Principal Apportionment Exhibit C](#).

- Impact of Board approved deficit reduction of 1% - A summary of the impact of the 2013/2014 [Recognition of 1% of Budgeted Deficit](#) was reviewed. The recognition of the 1% deficit reduction was approved by the Governing Board at the June 17, 2014, Board meeting. The funds are flowed through the Allocation Formula by site, and set aside in a deficit account to be applied to the 2014/2015 Adoption Budget.
- 2014/2015 – the following documents were reviewed :
  - Summary of the [2014/2015 Approved State Budget](#)
  - 2014/2015 Bargaining Summary [Fiscal Impact of Step, Column and Longevity](#)
  - [CalSTRS Employer Contribution Rate Increases](#)

Determining ending balances is the initial task in the Allocation Formula development.

#### 4. Revised Board Policies and Administrative Procedures

Sue explained that Board Policies (BP) and Administrative Procedures (AP) that have not been reviewed or updated for six years or more are subject to review as part of the District's review cycle of BPs and APs. A group of BPs and APs that are part of the six-year review cycle and contain no revisions will be sent via e-mail for DSP&BC review. (BP/APs were sent via e-mail on 7/10/2014 subsequent to meeting)

#### 5. Staffing Plan

- Strategic Hire Requests were reviewed:

Grossmont College – Clerical Assistant, Sr., Child Development Center

District Services – Vice Chancellor-Human Resources

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

#### **Next Meeting:**

- **Monday, August 11, 2014, 3:00 – 4:00 p.m.;** Regular meeting; Grossmont College Griffin Gate
- **Tuesday, September 2, 2014 – 4:00 p.m.;** Joint Governing Board & DSP&BC Adoption Budget Workshop; Cuyamaca College Student Center, I-209