

**Cypress College
Planning and Budget Committee
Minutes of May 1, 2014**

Present: Karen Cant (VP/Chair), Philip Dykstra (Dir, IR & P), Jolena Grande (AcSenate), Rod Lusch (CSEA), Grace Suphamark (CSEA), Randa Wahbe (UF), Gary Zager (AcSenate)

Absent: Raul Alvarez, Santanu Bandyopadhyay (EVP), Jasmine Lee (Assoc Students), Patipat Suttiworasagoon (Assoc Students)

Resource Advisors: Dr. Joyce Carrigan, Paul de Dios, Steve Donley, Rebecca Gomez, Yongmi Han, Mike Kavanaugh, Mark Majarian, Richard Rams

Special Guest: Bob Simpson, President

Recorder: Carol Ridley

1. Minutes

The Minutes of April 24, 2014, were approved as written.

Congratulations from the PBC members to Dr. Joyce Carrigan for successfully completing her doctoral studies from CSU - Long Beach.

2. Continuation of Legacy Program Discussion

Bob Simpson addressed concerns to the PBC members about the Legacy Program. PBC was provided a three-year history of the cohort data and a Puente/Legacy budget comparison.

Bob stated that we should be interviewing the students and asking what they feel the Legacy Program needs to help the students improve in furthering their education as well as ways to enhance their learning abilities and communication with the instructors.

Bob also stated he is not satisfied with the results of the program. Legacy needs to be a robust program to support our students, but he cannot justify continuing as usual with such low level success.

Bob suggested that the Legacy program be placed on hold for a period of time until we can better support students. Legacy needs to be re-evaluated and restructured before we can move forward for refunding.

Bob opened the floor for discussion:

PBC members discussed persistence data in the Data Review.

PBC suggested that Cypress College look at other school's Legacy programs and the way they are structured. Also, we may benefit from having outsiders review Cypress College Legacy Program and share their opinions and suggestions for improvement. It was asked what would happen to the students who are currently in the program. PBC member stated there would be 8 students that could be transitioned into other classes.

Bob was concerned with the decline and history of the past few years that may become present in the media and we could be questioned about funding the program with this history.

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Bob reiterated the importance of the students having a voice in what might help improve the Legacy program.

Karen stated that it is not an easy decision to put Legacy on hold for 1 or 2 semesters, but it would allow the college time to re-evaluate and implement improvements.

Karen requested a show of support to suspend the Legacy Program temporarily, redirect funds of \$19,000 for a workgroup to review and revitalize Legacy and in the Fall 2014 semester and present recommendations in the Spring 2015 semester; all were in agreement.

3. Budget Update

The Proposed FTES Funding Model was discussed. PBC felt that the decision for funding certain positions within the district was presented and the pressure to vote was too quick. Cypress College needed to take time to review the agenda item materials. There were some positions the district may need. Karen referenced that positions should be reviewed individually and not all at one time.

Karen moved on to discuss the upcoming Council on Budgets & Facilities agenda item on water costs for the college. The City of Cypress is hoping to upgrade storm drains so the City Council approved tax increase on the water bill. Water costs have escalated over the last five years and Cypress College will be requesting that the District take over the payment of water bills. The college has also been working with a water conservation firm (Aquasave) to provide us with a usage cost control evaluation that could save up to \$80,000 per year.

Karen said that the evaluators from Aquasave recommended the following:

- Centralize the water meters on campus.
- Add a second meter to monitor the irrigation use separate from potable water use.

PBC member stated that most public agencies work together. It was also mentioned that one of the Orange County cities was conserving water by having athletic teams practice at turf locations, which save grass areas from being watered as often since there is less activity and damage occurring on the lawns.

Karen stated the proposed model FTES workshop took two years to agree upon. Santanu is now working on a proposal for funding that will adequately fund the achievement of FTES targets.

Some unresolved issues are:

- Reassign time baseline for Faculty.
- Use real time to estimate class size.
- Use current rates instead of a multi-year average for hourly rate.

4. One-Time Budget Requests

Two topics were brought to the committees' attention:

- Discuss the rankings combination and where the priorities are placed.
- Technology upgrades as a "top of the list" item.

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It was in the opinion of some PBC members that improvement in classrooms with no technology should be completed first. Karen stated that higher costing requests with several items could be prioritized since work will likely be completed over a period of time and not all at once. A committee member mentioned that some areas have been waiting for remodeling approval for a few years. Karen stated they would know by August if the Board approves a local bond initiative for the November ballot.

It was estimated that ACT could upgrade each classroom for wireless capability for approximately \$1,000. Fine Arts upgrade was considerably more. Karen has asked Mike to evaluate Fine Arts upgrade costs and recommend how cost can be reduced.

A PBC member feels that some items (not all) in the AA-T Instructional Equipment and Supplies request are critical. Also, the mortuary is in need of new caskets. The existing caskets are old and are deteriorating.

5. Special Request – Distance Education

- Committee agreed and approved funding of \$15,100 (including all related costs, electrical, etc.) for implementing The Blackboard (Bb) SIS Integration Framework at district targeted for implementation in Spring 2015. District IT needs to get started on the project this summer. The amount requested is Cypress College's share of the total district costs.

6. Other

There were no additional updates.

Meeting adjourned at 2:40 p.m.