

**Cypress College
Planning and Budget Committee
Minutes of March 3, 2016**

Present: Raul Alvarez, Santanu Bandyopadhyay, Karen Cant, Phil Dykstra, Richard Fee, Jolena Grande, Christina Johannsen, Rod Lusch (CSEA), Daniel Sabastian, Bryan Seiling, Grace Suphamark,

Resource Advisors: Paul de Dios, Steve Donley, Yong Mi Han, Mark Majarian, Rick Rams, Dave Wassenaar

Guest:

Recorder: AeYoung Kim

1. **Minutes**

The Minutes of February 4, 2016 updated and approved.

2. **Budget Update – Karen Cant**

There are currently 38 One Time Funding Requests with a total of \$5.3 million. The Safety Committee is reviewing the items with safety issues and the Advanced Funding items shall be on the next PBC Agenda. Karen also shared that we were able to cover 1.7 million of the requests this year. She also met with the Oversight Committee and we can expect to sell the bonds in May for \$150 million. The Architect Selection has begun and will cost \$6 million to hire for the first three projects. The District has done a small transfer but not enough to cover the costs. There will be a Bond Summit Meeting and the new Chancellor will be invited to attend. Bob Simpson, Susan Rittel, Karen and 10 staff members from the District, and Fullerton College reps will be in attendance as well.

3. **Facilities Update - Karen Cant**

An Environmental Impact Report (EIR) is currently being drafted and estimated to be completed mid-March - April 1st. After this the EIR will be made public so to allow our neighbors to address any concerns about how construction will impact them.

The Thermal Energy project is due to be completed by June of 2017. Karen notified the committee that this project is not bond related.

Cambridge West Consulting met recently with PE and SEM deans regarding the current and future enrollment, which will help determine the size and types of space to build. The SEM building will be approximately the same size and will be able to add classes and labs which could not have been added in the old building, because a newer building will be more efficient. It is currently estimated to be 103,000 sqft. and will add approximately 10,000 sqft of usable space. Karen, Susan and Albert will be attending a number of site visits to learn about the processes used to build other SEM buildings at campuses such as San Mateo and San Diego. Later in the process faculty from SEM will be invited to visit to see inside of recently constructed science buildings.

4. **IEPI- Phil Dykstra**

Phil provided a handout for the ACCJC Institutional Set Standards and the report is due March 31, 2016. We want to be aspirational yet achievable. The annual reports will show to the visiting teams.

Phil will be working on the IEPI MIS data through the month of March and the data is due June 15th. There are 8 required measures and will be an ongoing agenda item throughout the semester. Phil will provide more info at the next meeting.

5. **Basic Skills Grant- Santanu Bandyopadhyay**

3 meetings have taken place regarding the Basic Skills Grant. Two major purposes of this grant are to explore interventions that will help students complete their basic skills sequence quickly and help students complete their degree/certificate. We will integrate multiple measures into this grant to shorten the basic skills pathway. The other intervention will focus on identifying pathways for incoming freshmen.

Currently research on Meta Majors continues regarding the co-reqs/pre-reqs and how to access program in Student Services.

6. **Dual Enrollment- Santanu Bandyopadhyay**

Dual enrollment gained a lot of conversation and would like to explore the process further since enrollment is going down. Los Alamitos is part of a Dual enrollment program for Math 250 as well as Chino High School for CIS courses. A Dual Enrollment Awareness Session shall take place on March 8, 2016 a table has been held at this event and shall include Santanu, Steve Donley, David Booze, Ed Valdez, Jolena Grande, Ginger Neil and Richard Fee. Santanu will share what he has learned with the committee.

7. **Special Request- SEM- Santanu Bandyopadhyay**

The Committee supports the special request from PE for the amount of \$3,493.00 to paint the Softball Scoreboard.

The Committee also supports the special request from SEM for the amount of \$9000.00 Budget Augmentation for fiscal year 2015-16 to reflect the increasing costs of supplies associated with program growth and Inflationary measures.

8. **Other**

Meeting adjourned 2:30pm