

**Cypress College  
Planning and Budget Committee  
Minutes of May 5, 2016**

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**Present:** Amanda Aros, Santanu Bandyopadhyay, Karen Cant, Christina Johannsen, Rod Lusch, Daniel Sabastian, Bryan Seiling, Grace Suphamark,

**Resource Advisors:** Raul Alvarez, Paul de Dios, Steve Donley, Phil Dykstra, Richard Fee, Yong Mi Han, Mark Majarian, Rick Rams, Katy Realista, Dave Waasenaar

**Guest:**

**Recorder:** AeYoung Kim

1. **Minutes**

Minutes from April 21, 2016 were approved as amended.

2. **One Time Budget Requests– Karen Cant**

Final results were shared with the committee and Karen added the construction start dates as requested from the previous meeting. The total cost of the list is 3 times that of previous years. The carryover funds will not cover the entire list as previous years.

Karen explained the committee is unable to move everything to the top of the list, however, the committee as a whole could decide what is most important. Discussion took place of items they felt were important to assure funding for, such as the Library database and the LLRC Math/English Center.

The Committee supports the decision to move the Library Database to the top of the list and then next year it could be added to the Advanced Funding.

The Committee supports the decision to move the Math Learning Center to the top of the list and then next year it could also be added to the Advanced Funding. Karen is to work with the requester to see if the amount requested could be less than \$500,000.

The grand total of all the requests is \$5,922,803. Once PAC affirms, the list will be shared with all.

3. **IEPI/Institutional Set Standards – Phil Dykstra**

A handout was provided with all of the goals Cypress College agreed to during the IEPI process. The committee agreed on using a 3 year weighted average method to determine the goals. The spreadsheet includes 1-year and 6-year goals. The 6-year goals are 1% higher than the year goals. This information will be communicated to Dr. Cherry Li-Bugg at the district and she will input the data into the Chancellor's office portal by the deadline in June after it is presented to the Board of Trustees in May.

4. **Facilities Update- Karen Cant**

The Architect Hiring committee has selected LPA and has been placed on the next Board agenda May 5, 2016 for the first phase of the SEM building. Karen shared with the committee that it is the Districts decision to revisit the estimate provided by LPA for the new SEM building.

The next Architect interviews for the LLRC and Veterans Center will be held June 28-30, 2016

5. **Special Request- Santanu Bandyopadhyay**

- **Health Science-** Committee supports the Health Science Special Request in the amount of \$6,580 to cover the funding for the training of faculty in a new licensure requirement that has been mandated to be added to the Dental Hygiene program curriculum by Accreditation, Dental Hygiene Committee of California (DHCC) and the Committee of Dental Auxiliaries (CODA). There was further discussion about the possible compensation for the training.
- **Health Science-** Committee supports the Health Science Special Request in the amount of \$10,464 to cover funding for the following Division expenses
  - Radiology Tube Registration (mandated state of California Fee) \$2,714
  - Board of Registered Nursing Continuing Education Fee (accreditation fee) \$700
  - American Dental Association (accreditation fee) \$6,550
  - National Association of Mortuary Science (membership) \$500
- **SLO and TracDat Update-** Committee supports the SLO Special Request in the amount NTE \$5,000 in order to pay TracDat technical support to design TracDat 5.0 to fit the needs of our SLO structure and processes at Cypress. This funding will also include training for SLO Coordinators and Classified staff support.
- **Implementing SLO Outcomes-** The committee does not support the Special Request up to the amount of \$24,000 to pay for Professional expert contracts for 2 or more faculty members to work on SLO assessment and analysis in up to 15 departments campus-wide. Not to exceed \$1,600 per department.
- **Foundation-** Committee supports the Historical Display Applications. Raul informed the committee that there have been several applicants. A handout was provided with the information and applications for 6 requests.
  1. **Business Division-** \$5,000 Bronze tree monument honoring past and present fulltime Business and CIS Faculty
  2. **Business Division (Marketing)-** \$1,000 for four window displays .
  3. **CTE (Automotive)-** \$4,200 8X18 ft. wall mural of vintage cars on the first floor of TE1.
  4. **Fine Arts (Theater)-** \$4,517 Theater Art Display in the theater lobby.
  5. **Language Arts/Social Science-** \$1,200 for 2 wall mounted displays listing each departments under the two divisions.
  6. **International Programs-** Two permanent transportable display panels with the history of the College's International program.

6. **Other**

**Meeting adjourned 2:30pm**