

**Cypress College
Planning and Budget Committee
Minutes of March 15, 2018**

Present: Santanu Bandyopadhyay, Emily Day, Christina Johannsen, Rod Lusch, Angiel Mendieta, Robert Mounce, Bryan Seiling, Joe Vasquez

Resource Advisors: David Booze, Ruth Gutierrez, Yongmi Han, Peter Maharaj, Mark Majarian, Marc Posner, Rick Rams, Katy Realista, Eldon Young

Guests: Kristina Ogenesian

Recorder: AeYoung Kim

1. **Public comment on agenda items**
No comments at this time.
2. **Minutes**
Minutes from the March 1, 2018 meeting were approved.
3. **Training Stipend for eLumen – Liana Koepfel**
The committee is in support of the adjunct faculty and their needs to participate in the Student Learning Outcomes assessment process. The proposal is to provide a training stipend to train Adjunct Faculty in an amount not to exceed \$26,000.
4. **ACCJC Institutional Set Standards- Kristina Ogenesian**
Kristina provided the updated ACCJC Institution-Set Standards for the 2018 ACCJC Annual Report. Phil is currently at Mt. San Jacinto College, which is going to receive recommendation for not setting aspirational standards. The Institution-Set Standards were updated and now show an increase of 1% to be considered aspirational. The committee voted and approved utilizing the 3-year weighted average with an increase of 1% for the institution-set standards for successful course completion, annual degree, certificates, and transfers. Phil would like to start the process earlier in subsequent years so that there is more time for discussion.
5. **One Time Funding Requests considered for Advanced Funding- Emily Day**
A listing of twelve items was shared with the committee. Emily noted that advanced funding and other OTFR are mainly supported by fund 11100 PY carryover. Many of the items on the advanced funding list have been budgeted year over year. Costs should be matched with appropriate resources (e.g. on-going with on-going & restricted resources before unrestricted resources where possible). Emily proposed that the items on the list be built into the annual budget at the division level where prioritization can be discussed and determined. The committee supports the proposal.
6. **Special Funding Requests**
The committee supports the Special Request for the Forensic team in the amount of \$7,963.00 to send 3 students and 1 coach to attend the National Forensics Tournament. Cost includes Plane tickets, hotel, and tournament fees.

Athletics has a special request in the amount of \$60,706.75 in order to address the 45 year old audio system. Half of the system failed and the other half of the system could fail at any moment. This

system has well served athletic events, activities, and rentals in this instructional athletics venue. There was not consensus from the voting members. It will be back on the agenda for the 4/5/18 PBC meeting.

7. **Other**

Guided Pathways

The committee supports the Guided Pathways Multi-Year Plan. The plan will be brought to the Board at the March 27th meeting for approval.

Meeting adjourned 2:07 p.m.