

**Cypress College**  
**Planning and Budget Committee**  
**Approved Minutes of October 16, 2014**

---

**Present:** Santanu Bandyopadhyay (EVP), Jose Bravo (Assoc Students), Karen Cant (VP/Chair), Philip Dykstra (Dir, IR&P), Jolena Grande (AcSenate), Rod Lusch (CSEA), Grace Supharmark (CSEA), Randa Wahbe (UF), Gary Zager (AcSenate)

**Resource Advisors:** Raul Alvarez, Joyce Carrigan, Nina DeMarkey, Steve Donley, Yongmi Han, Mike Kavanaugh, Rick Rams, Dave Wassenaar

**Recorder:** Barbara Woolner

1. **Minutes**

The Minutes of October 6, 2014, were approved as written.

2. **One-Time Budget Process**

Karen distributed the Timeline for Spring 2015 and reviewed the schedule, process, and forms. She and Phil have been working on changes to the criteria and the ranking process and Phil will present the revised forms at the next meeting. Karen noted that the One-Time Funding packets will be distributed on December 1<sup>st</sup> in accordance with requests for earlier distribution. The orientation meeting for the Direction Committee Chairs will be March 6, 2015. Karen asked that everyone calendar April 30 for an additional Planning and Budget meeting in case it is needed.

3. **Baccalaureate Degree Criteria**

Jolena reported that she received responses from several programs interested in offering courses for a baccalaureate degree; she will be presenting the information at the President's Advisory Cabinet meeting this afternoon.

4. **Special Requests**

SEM - Physics

A request for \$5,175 was submitted for 12 new TRMS Bench Digital Multimeters for the physics labs. The existing equipment was purchased in 2007 and is failing and can no longer be repaired. Not replacing the equipment will cause an interruption of instruction.

There was consensus to fund the new multimeters.

PE – Windscreens

A request for \$24,960.08 was submitted to replace the windscreens on the baseball and softball fields which are more than 20 years old. Gary asked if funds from the bond measure would cover this expense; Karen said yes but that it wouldn't be addressed for several years. She also noted that new windscreens could be taken down and re-hung following construction.

There was consensus to fund the new windscreens.

Fine Arts – Photography

A request was submitted to amend the equipment approved for purchase through the 2013-2014 One-Time Funding process. Since they were able to secure a portion of funding through the Perkins Grant, they now need fewer 22" monitors but would like to purchase 2 additional 27" monitors, with an overall decrease in costs of \$1,510.04.

There was consensus to approve the request.