

Cypress College
Planning and Budget Committee
Approved Minutes of November 20, 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 Suphamark (CSEA), Gary Zager (AcSenate)

Resource Advisors: Raul Alvarez, Joyce Carrigan, Nina DeMarkey, Steve Donley, Richard Fee, Mike Kavanaugh, Mark Majarian, Rick Rams, Dave Wassenaar

Recorder: Tori Felipe

1. Minutes

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

2. College Maintenance Hours

Karen stated that the new evening custodial manager has reported an increase in foot traffic by the homeless on our campus as well as crime/drug activity after hours. It was also noted that staff and faculty come or stay and work during off hours sometimes late into the night. There is concern for the safety of staff who may not be aware of who is on the campus, as well as the security of the campus offices and buildings. There was discussion about how to create a more secure campus and one idea would be to turn off access cards between the hours of 11pm and 6am. This would require anyone who needs to access to their office to call campus safety to let them in. Jolena shared that some classes begin as early as 6:00am with students arriving as early as 5:30am and having access turned off would create a problem in her area. Others stated the same concern and Karen said this is only in the discussion stages and she would look further into the matter and report back to the committee.

3. Bond Program Scheduling

Karen reported that we are 5 votes over what we are required to have with Orange County counting complete at 55.1%. Los Angeles County however, is not complete with 50,000 votes left to count. The final results will not be out until probably after Thanksgiving. In the event of a loss, there could be a recount but that cost would be \$1,700 per day as long as the recount lasts.

4. Baseline Funding - Deferred

5. Budget Update

Karen said a consultant was hired to work on the scheduling of the construction projects in the event Measure J passes. The consultant will work with the plans, budgets and develop a cash flow analysis. The allotment is \$100 million to all of NOCCCD every five years. The entire program is based on a 20 year schedule with priority being the SEM building, followed by the Fine Arts building which cannot begin construction until the SEM project is completed.

6. One-time Funding Rating Sheet

Phil went over the changes that were recommended at the last meeting in regards to changing the assessment (ranking) form and noted that the College Mission and Strategic Plan Alignment components have been combined and the title of the Potential Growth component is now Potential Growth/Improvement.

7. Special Requests

Puente Program

Santanu re-visited the request from the last meeting by the Puente Program to fund transportation costs to tour northern California universities by the Puente students. In the past the Puente Program has collaborated with the International Students Program to arrange for a combined tour to lower the cost. It was asked at the last meeting if International Students Program was approached by the Puente Program this year and Santanu reported back that the international Students Program would not be attending this trip and there are no trips scheduled until 2016 thus the need by Puente to request funds for their students.

There was a consensus to fund.

Learning Resources 2610

A request was submitted for \$207,061 to fund the English Success Center and the Math Learning Centers for Spring 2015. This money would be used to fund coordinator staffing for each center, faculty mentors, tutors and assistants, increase employment for LRC classified staff whose current contracts are limited to 10.5 and 11 months and who provide support to front desk staffing of MLC and ESC and finally to increase the funding for the Smarthinking contract for this year. This program was purchased with Title V funding during the last budget cycle and is seeing an increase in student usage. During the last 2 months the average usage by students is 158 hours per month and with 8 months left for the 2014-2015 academic year, there are only 116 hours remaining in the current contract. With the annual contract already paid, the cost to add an additional 800 hours is \$20,000. Santanu stated that overall there has been a 26% increase in the MLC success rate.

There was a consensus to fund.