

**Cypress College
Planning and Budget Committee
Minutes of February 1, 2018**

Present: Santanu Bandyopadhyay, Emily Day, Phil Dykstra, Christina Johannsen, Bryan Seiling, Joe Vasquez

Resource Advisors: Michael Brydges, Vivian Gaytan, Yong Mi Han, Peter Maharaj, Mark Majarian, Marc Posner, Rick Rams, Katy Realista, Eldon Young

Guest: JoAnna Schilling

Recorder: AeYoung Kim

1. Public comment on agenda items

No comments at this time.

2. Minutes

Minutes from February 1, 2018 were approved.

3. Introduction of new Vice President of Administrative Assistant –Dr. JoAnna Schilling

JoAnna was pleased to introduce Vice President of Administrative Services, Emily Day. Emily introduced herself sharing her background as the Director of Finance at the Ventura County Community College District and comes to Cypress with experience as a Budget Director and analyst in a multi-college district. We are pleased to welcome her home.

4. PBC/PAC Discussion- Phil Dykstra

Discussion regarding the PBC meetings was revisited. JoAnna feels there is a redundancy in having two meetings which have mostly the same attendees. She would like to continue discussion and find an efficient alternative. Further discussion shall be made throughout the Semester.

5. Overview of PBC Guidelines

Phil provided the committee with a copy of the PBC Guidelines which included updates discussed in previous meetings.

6. Budget Update- Emily Day

An overview of the Governor's Budget Proposal was provided. A new funding formula was proposed.

The composition of the proposed formula is as follows:

50% funding from a Base Grant (based on enrollment)

25% funding from a Supplemental Grant (based on number of enrolled low-income students)

25% funding from a Student Success Initiative Grant that would reward progress on improving student success metrics.

Trailer Bill Language on the new funding formula will follow. The California College Promise under AB19 received proposed funding of \$46 million. The Governor further proposes to create a fully online community college that would be housed at the California Community Colleges Chancellor's Office (CCCCO). The Governor's Proposed Budget is the beginning of the process for the fiscal year 2018-2019 budget. The State legislative committees will consider various proposals. The next major update will come with the May Revision.

PBC discussed how the change to the system-wide funding formula and how the Accreditation report may impact the discussion on the Resource Allocation model. Updates will be provided at the next meeting.

7. **One Time Funding Process**

Current timeline:

Thursday, March 1, 2018 – all proposals due to Vivian

Tuesday, March 6, 2018 – proposals released to direction chairs

Friday, April 13, 2018 – Direction Chairs provide their rankings to Ae Young

Thursday, April 19, 2018 - Direction Chairs make presentations to PBC

Monday, April 30, 2018 – PBC members provide their rankings to Ae Young

Thursday, May 3, 2018 – PBC has discussion on rankings

Thursday, May 17, 2018 – PBC final rankings (if necessary)

8. **Strategic Plan Progress Update- Phil Dykstra**

The committee was shown a demonstration by Phil on the process created in Qualtrics to enter Strategic Plan annual updates. A word doc version will be provided to assist individuals in their updates.

9. **Special Request- Phil Dykstra**

NaBITA

Cypress College recently formed a behavior intervention team (ChAT Charger Assessment Team) to address concerning student behavior on campus. Members from ChAT are requesting funding to attend the National Behavioral Team Association (NaBITA) 2018 Regional Conference at Ventura College. This behavioral intervention 2-day training includes workshops on how to de-escalate behavior, applying case management practices, violence risk assessment, etc. Registration includes access to electronic training materials and 6-month memberships.

Committee strongly supports the Special Request in the amount of \$6,000.00.

10. **Other**

Meeting adjourned 2:30 p.m.