

**Cypress College
Planning and Budget Committee
Minutes of March 16, 2017**

Present: Raul Alvarez, David Booze, Karen Cant, Phil Dykstra, Jolena Grande, Rod Lusch, Angiel Mendieta, Bryan Seiling, Grace Suphamark, Christina Johannsen

Resource Advisors: Steve Donley, Richard Fee, Mike Kavanaugh, Rick Rams, Katy Realista, Yongmi Han, Mark Majarian,

Guest:

Recorder: AeYoung Kim

1. Minutes

Minutes from March 2, 2017 were approved as amended.

2. PBC/PAC Evaluations- Phil Dykstra

Shared Governance is currently working on an evaluation and Phil brought it to the committee to make sure nothing was missed. Committee agrees to the following components will be included:

- One-Time Funding Request process
- Strategic Plan Fund process
- Classifieds Position needs process
- Institution-Set Standards process
- Special emergency fund request

Phil will bring the evaluation to the next PBC meeting Thursday, April 20th.

3. Institutional Set Standards- Phil Dykstra

Different methodologies were presented for the committees review and the standards were agreed upon as the following: The ACCJC deadline is March 31, 2017.

- Successful Course Completion- Weighted average
- Completion of Degrees, per year- Weighted average
- Completion of Certificates, per year- Weighted average
- Transfer each year to 4-year colleges/universities- Weighted average

4. Advanced Funding Items- Karen Cant

Karen shared with the committee that this is the lowest number requests which have been received and also there are no safety issues. She was not able to put aside carry over funds for the Advanced Funding. Karen is currently looking for other ways for funding and will come back with a recommendation to the next PBC meeting.

5. **Budget Update- Karen Cant**

- The District is very close to launching the “push out model.” Karen explained that because FTES based allocation and we are at a disadvantage and looks as though CC is overfunded \$4 million.
- SCE service costs are being tracked, and model allows for charging back.
- Our current allocation has more budgets per FTES than Fullerton College and would be simple to split the budgets. There are complexities not addressed in the FTES split, such as the cost of CTE programs

6. **One-Time Budget Request Update**

Phil provided a brief overview on the Direction Chairs stating that Direction B will be most compacted. Priority lists are due by Friday, April 7 and will be discussed on April 20th at the next PBC meeting. The list will be reviewed on May 4th and finalized by May 18th. Phil also mentioned to the Direction Chairs that they are to use their discretion as to how many times they will meet. All requests have been uploaded on the One-drive.

7. **Special Requests- Karen Cant**

Health Science- Committee supports the Special Request for Health Science for the amount of \$7,110.00 requesting accreditation fee expenses and has insufficient funds to cover these expenses:

- American Dental Association/CODA \$3570.00
 - Joint Review Committee on Education in Radiology= \$2100.00
 - National League for Nursing= \$1440.00
- TOTAL: \$7110.00

Biology- Committee supports the Special Request for Biology in the amount of \$1000 (estimate) the funding to offset costs for a combines Island Biology/Geology summer course. This course would include two orientation sessions and five day field experience. It will also explore the interrelationship between Geology and Biology.

Fine Arts- Committee supports the Special Request for Fine Arts in the amount of \$723.91 to pay for 12 (24X30inch) Photo frames to be used in the Holocaust Survivor Gallery to be dedicated on May 3, 2017

Physical Education- Committee supports the Special Request for PE in the amount of \$1,131.38 to replace our Softball championship banner which was severely damaged during the Jan/Feb 2017 rain and windstorms.

Physical Education- Committee supports the Special Request for PE in the amount of \$785.25for individual Softball State Championship team banners are in need of replacement. Softball received a grant from the Associated Students for \$400 to apply toward the purchase of these signs.

8. **Other**

Tech Plan was approved by Committee and will move forward to PAC.

Meeting adjourned 2:15 p.m.