

**Cypress College  
Planning and Budget Committee  
Minutes of February 7, 2019**

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**Present:** David Dang, Phil Dykstra, Craig Goralski

**Resource Advisors:** Yongmi Han, Marc Posner

**Guests:** Alex Bernal, Brian Gomber, Samreen Manjra, Gisela Verduzco

**Recorder:** Louella Nelson

**1. Public comment on agenda items**

No comments at this time.

**2. Minutes** – Quorum was not met, so minutes were tabled until the February 21 meeting.

**3. PBC Composition**

Phil reviewed the PBC Composition which includes 10 voting members and 9 resource advisors. The EVP will be replaced by the VP Instruction and VP Student Services. One more Academic Senate faculty member will be included, which could be the Program Review chair. This would add two more positions to the voting membership. While this will need to have constituency approval from AS, Phil noted that the hope is to have this in place by the end of the current semester so the composition can be updated going into the new academic year.

**4. VPAS update**

Phil shared that a candidate has been selected, and the campus is making an offer of employment.

**5. Student Success Funding Formula update**

Phil briefly explained that funding for SSSP, Student Equity and BSI has been placed into one funding category of Student Equity and Achievement at the state level. The statewide funding for the next two years is \$475m.

Gisela shared that the SEA committee will meet on February 21 at 3:30pm in CC-Complex 407.

**6. One-time funding process update**

Many items that were previously considered one-time funding are now being built into actual budgets. Please remember to have Peter Maharaj, in Academic Computing, sign-off for all technology related items. When items are being considered for purchase that will require power usage, Phil Fleming in M and O should be consulted for requirements that may need to be met for installation.

**7. Vision for Success goals**

Phil shared the timeline noting that the goals will be introduced on February 21 to the Student Equity Achievement committee for discussion on baselines, goal setting and activities. Craig indicated that Academic Senate should have the opportunity to review the goals and input from SEA. Phil will add an AS review date of March 28 to the timeline. The schedule is to have the Board of Trustees approval at the May 14 session.

8. **Spring 2019 enrollment update**

Spring enrollment for Fullerton 2018 was 22,704, while 2019 is at 21,746 which is a decline of 958. Cypress enrollment for Spring 2018 was 15,389 and 2019 is 15,465, which is an increase of 76.

Cypress has seen a positive effect with Charger Fridays. Also, planning for courses has made a difference. The number of English 100 courses was increased.

Craig stated that if we understand why FC is experiencing an enrollment decline, perhaps it could be halted before our campus could see an impact.

9. **Construction impacting evacuations update**

Marc and Alex Bernal explained that due to the construction of the SEM building in the former lot 7, SEM, LRC, Humanities, and M and O will now need to use lot 9 as their evacuation location area.

The next emergency drill will be a lockdown.

10. **Guided Pathways Survey update**

Phil shared this is an initial survey that was sent to all faculty. If there are themes aligned with the responses, then we can work on putting together focus groups to address them.

11. **Change in meeting time**

Phil noted that he would like to begin the next meeting on February 21 at 1:30pm, and continue this start time throughout March. This may allow members the opportunity to participate more easily. At the April meeting discussion can take place as to whether to continue the new start time, or return to 1:00pm.

12. **Other**

None.

**Meeting concluded at 2:11 p.m.**