



PLANNING AND BUDGET STEERING COMMITTEE

Summary Meeting Notes October 7, 2015

APPROVED October 21, 2015

Members Present: **Co-chairs:** Richard Storti; **Management Reps:** Cyndi Grein; **Faculty Reps:** Samuel Foster, Pete Snyder; **Classified Reps:** Bev Pipkin; **Student Reps:** Adam Ascencio, Niko Diehr.

Members Absent: **Co-chair:** Carlos Ayon; **Management Reps:** Rich Hartmann; **Classified Reps:** Tracy Thackrah.

Resource Members Present: Terry Cox, Melisa Hunt.

Guests: Faculty Member Doug Eisner and Student Taylor Gaetje.

The meeting commenced at 2:07 p.m.

I. Approval of Summary Meeting Notes: The September 16, 2015 Summary Meeting Notes were unanimously approved as amended.

II. Planning Update: Co-chair Ayon is attending a conference, so any planning agenda items will be addressed at the next meeting.

III. Budget Update: The two recommendations unanimously approved by the PBSC on September 16, 2015, the first to allocate \$1,224,099 to 2015-16 Instructional Equipment and the second to have IEPI planning items be originated through the PBSC were both approved by PAC on September 23, 2015.

Portables: Co-chair Storti reported that the portable classrooms #1955 – 1960, located north of Staff Parking Lot 8, are currently being leased from Williams Scotsman for \$40,000/year (paid monthly). Since the 20-year Measure J Bond passed resulting in the campus' need for swing space, Richard negotiated with the vendor to purchase the units for \$130,000 rather than continue with the lease, which will pay for itself in 3.25 years. The units have a 30-year life, and the units range from 13-16 years old. The alternative would be to purchase new portables at a cost of \$350,000, which does not include the cost for shipping or utilities connections. When the units have reached their life expectancy or are no longer needed, a salvage company will be contacted and any usable parts will be sold. The funds to pay for the units would come from the Capital Budget for future leased space. A motion was made by Pete Snyder, seconded by Sam Foster, and unanimously approved by the PBSC members to make a recommendation to PAC to purchase the portable classrooms #1955 – 1960 from Williams Scotsman for \$130,000.

Technology: Sam Foster inquired if the additional costs (computers, phones) associated with new faculty is included in the budget. These costs are estimated at \$75,000 and are in the budget to be funded through the \$5M in carryover rather than requesting funds from the District.

Richard asked that the PBSC begin discussing how we intend to use the \$2.6M in one-time mandated funds so that a recommendation can be made to set aside monies each year. He has met with ACT

Managers Bob Morison and Co Ho and asked them to determine the computer needs for a given year so that we can begin to plan and allocate monies for our future computer and infrastructure needs. Bob has prepared an aging inventory list based on a 3-year computer replacement cycle that will be used to estimate costs. Richard has also had discussions with the Director of Facilities Larry Lara to determine costs to replace our aging fleet vehicles. If we set aside money from carryover funds each year as “restricted capital” to be used for equipment or building use only, then we will have a plan in place for the future. If for some reason funds are reduced, then we can move from a 3-year to 4-year replacement cycle. The members unanimously agreed for Richard to make a request of Bob, Co, and Larry to provide a breakdown of estimated costs. Bev Pipkin requested that the computer analysis include the difference in aging of computers used by classified and in computer labs.

IV. Bond Update: The campus architects of the DLR Group will present a proposed Facilities Master Plan (based on input from five forums held last Spring) and gather feedback at two open forums, one scheduled for the campus on October 20 at 1:00 p.m. in room 224 and another for the community on October 21 at 6:00 p.m. in room 224. Staff and students are invited and welcome at either forum.

Electrical Charging Stations: Richard presented a proposal to purchase three electrical charging stations at a cost of \$12,000 per station (one station charges two vehicles) in support of Green Technology to reduce the carbon footprint and to respond to the needs requests from staff and students to install said stations. The College and District support sustainability, and installing these charging stations would also support the College’s efforts towards sustainability by providing this service. The proposed locations are two stations in front of the parking structure off Fullerton College Drive and one station in Parking Lot #10 by Admissions & Records to be used by staff, students, and the community. Utilities are paid for by the District, but we may need to consider passing this cost onto the users, although recent campus-related utilities projects have resulted in cost savings over the past two years.

A motion was made by Pete Snyder, seconded by Niko Diehr to recommend that PAC approve the purchase of three electronic charging stations at a cost not to exceed \$40,000 with no cost to users. The vote was not unanimous, with 4 votes in favor and 2 abstained with the reasoning that the two members wanted to know what the cost would be in order to provide the charging service free of charge. The recommendation and voting results will be presented at the next PAC meeting on October 14, 2015.

V. Instructional Equipment (IE)/Scheduled Maintenance: The motion unanimously approved by the PBSC to make a recommendation to PAC to allocate \$1,224,099 to 2015/16 Instructional Equipment and \$1,165,233 to Scheduled Maintenance was approved by PAC at their meeting on September 23, 2015.

VI. Program Review Funding Requests: Richard distributed a 6-page document with the 2014-15 Instructional Program Review Funding Requests endorsed by the Program Review Committee as grouped by:

1. Allowable Instructional Equipment / Supplies totaling \$717,760.
2. Allowable Items – Subject to Being One-Time totaling \$928,721, where some requests are ongoing and will not be considered or may be funded through Student Equity or Staff Development. Richard will research and follow-up to determine if activities are currently being funded.
3. Capital / Facilities totaling \$18,703,000 to be funded through the bond measure.
4. Instructional Equipment requests totaling \$303,000, lacking sufficient detail and will not be considered for funding by the PBSC.

\$505,000 was approved by the PBSC and PAC to be allocated to fund 2014-15 Program Review Instructional Cycle Funding Requests. In order to fund all the IE/supplies funding requests totaling

\$717,760 the PBSC could recommend the remaining balance be augmented with carryover funds. Program Review is a process and the PBSC has the ability to show their support of the process by recommending additional funding in support of campus needs. A motion was made by Sam Foster, seconded by Bev Pipkin, and unanimously approved by the PBSC members to recommend that PAC approve to augment the 2014-15 Program Review Instructional Cycle Budget with \$212,000 from carryover funds.

VII. Other/General Discussion: None.

Meeting adjourned at 3:50 p.m.

Meeting Notes were taken and typed by Melisa Hunt.

Next Meeting: October 21, 2015.