



PLANNING AND BUDGET STEERING COMMITTEE

Summary Meeting Notes November 7, 2018

APPROVED February 6, 2019

Members Present: **Co-Chairs:** Rod Garcia, Carlos Ayon; **Management Reps:** Cyndi Grein, Richard Hartmann; **Faculty Reps:** Josh Ashenmiller, Kim Orlijan; **Classified Reps:** Nichole Crockrom; **Student Reps:** Hannah Avalos, Trenton Schamberger; **Resource Members:** Catalina Olmedo; **Members Absent:** Monica Hagmaier, Melisa McLellan; **Guest Note-taker:** Ericka Adakai.

The meeting commenced at 2:05 p.m.

I. Approval of Meeting Notes: The October 17, 2018 Summary Meeting Notes were unanimously approved by a motion from Kim Orlijan, seconded by Nichole Crockrom; all were in favor.

II. Planning Update: Co-chair Carlos Ayon shared that the Fullerton College Goals Forum last week had about 45 attendees with great feedback and discussion. His staff are still scribing notes from the event. In addition, he reminded the group that the non-instructional program review cycle closes later this month with reports due to the Program Review Committee by November 29.

III. Budget Update: Co-chair Rod Garcia reported that NOCCCD is still awaiting more accurate figures from the State level who is still figuring out their new funding formula using last year's numbers. There was a question from Rich Hartmann regarding the funding formula and minimum unit requirement for certificates. Rich thinks it is 16, but it may be lower. Rod will research in an attempt to find clarification and will report back his findings.

IV. 2017-18 Program Review Instructional Resource Requests: Co-Chair Rod Garcia shared a final recommended allocation spreadsheet on the overhead projector that he created. He explained how he created the spreadsheet based on consultation with Deans and their prioritization of requests. He then went through each tab of the spreadsheet that was broken down by instructional division areas and explained the logic behind the items selected for funding. He further explained that funding is only available for one-year and that any requests for multiple-year funding would need to be asked for again. Lastly, he presented a summary spreadsheet of his recommendations totaling \$186,500 of instructional equipment and \$218,127 of other, for a grand total of \$404,627.

	IE	Other	total	
Business/CIS	72,000.00		72,000.00	18%
Humanities		50,000.00	50,000.00	12%
Math	20,000.00	21,103.00	41,103.00	10%
Natural Science	21,000.00	19,190.00	40,190.00	10%
Athletics		32,350.00	32,350.00	8%
Social Science		35,194.00	35,194.00	9%
Tech & Eng.	48,500.00		48,500.00	12%
Fine Arts	25,000.00	20,000.00	45,000.00	11%
Counseling		40,290.00	40,290.00	10%
	186,500.00	218,127.00	404,627.00	
	176,419.00	200,000.00		
	(10,081.00)	(18,127.00)		

Rod Garcia also shared that the District is currently requesting and considering funding requests from campuses via administrators for one-time needs. He plans to request \$2 million in funds to allocate towards unfunded program review requests from this round and future cycles. The hope is that this funding may become available in spring 2019.

Rich Hartmann asked for clarification that if an item is approved/funded, but then parred down at the division level, if they could use the funding for other things. Rod Garcia responded that funding cannot be used for other things, only carried over and used for the same previously approved purpose.

Rod Garcia will forward the entire spreadsheet and summary of recommendations to the group and prepare a recommendation for President’s Advisory Council (PAC). The entire spreadsheet of both funded and unfunded requests from this cycle will be maintained and tracked for future funding opportunities. Final recommendations will move to PAC with intent of being reviewed at their November 14 meeting with final approval at possibly the next meeting.

Recommendations were unanimously approved by a motion from Josh Ashenmiller, seconded by Rich Hartmann, all in favor.

V. Other/General Discussion: Rich Hartmann shared a concept of having ongoing institutionalized discretionary funds for Deans to support innovative ideas and programs within their divisions. This would enable Deans to further support their Faculty and Staff. Rod Garcia explained the process on how to build that in to the campus’ regular operating budget in the future. One of Rod’s goals has been to build a contingency account for the campus since it has not had one since he came. He further explained that once this contingency account is built and established for the campus it would then trickle down to the division level. He supports the concept and it has been something on his radar. He recommends this be an agenda item at a future meeting and be an ongoing discussion.

Meeting adjourned at 2:40pm
Meeting Notes taken by Ericka Adakai
Next Meeting: November 21, 2018