



## PLANNING AND BUDGET STEERING COMMITTEE

### Summary Meeting Notes

October 16, 2019

APPROVED November 6, 2019

**Members Present:** **Co-Chairs:** Rod Garcia, Joseph Ramirez; **Management Reps:** Cyndi Grein, Rich Hartmann; **Faculty Reps:** Joshua Ashenmiller, Kim Orlijan; **Classified Reps:** Nichole Crockrom, Monica Hagmaier; **Student Reps:** None; **Resource Members:** Melisa McLellan, Vivian Gaytan, Catalina Olmedo.

The meeting commenced at 2:05 p.m.

**I. Approval of Meeting Notes:** The October 2, 2019 Summary Meeting Notes were unanimously approved by a motion from Cyndi Grein and seconded by Rich Hartmann; all were in favor.

**II. Planning Update:** None.

**III. AB19 Workgroup Update:** Co-chair Ramirez reported that the AB19 Workgroup is reaching out to other campuses to determine how they are utilizing the AB19 funding. Once the group develops their proposal, it will need to be approved by the PBSC and then taken to PAC. The AB19 Workgroup's next meeting is scheduled for October 17. If the proposal is prepared before the next PBSC meeting, Rod will send out a request for approval via email. The item also needs to be approved by DCC (District Consultation Council), and their next meeting is on October 28.

**IV. Budget Update:** Rod reported that at the last PBSC Meeting on October 2, the committee approved the One-time Needs Request in the amount of \$6,150,000. After the meeting, Rod received two additional "late" estimates for items he wanted to include in the proposal, which are the AV Upgrade for Classrooms across Campus totaling \$1,000,000 and the Campus-Wide Security Camera Project totaling \$750,000, to bring the proposed One-time Fund Request amount to a grand total of \$7,900,000. It should be noted that these amounts do not necessarily represent the project's total cost, but rather the amount being requested. Rod stated that Fullerton College's 2019-20 One-time Funding Request (updated) amount of \$7,900,000 was submitted along with Cypress College's total amount of \$7,557,000 as an agenda item to the Council on Budget and Facilities (CBF) to be heard at their meeting on October 14, 2019. The CBF Council unanimously approved both lists and amounts, and this item will be forwarded to the DCC for approval and then onto the Chancellor for final acceptance. If all items are approved, the funding will be available for expenditure in January 2020.

Co-chair Ramirez made a suggestion that it would be helpful to this body (PBSC) and to the campus, that when funds are reported on or listed in a table and made available to the campus, that they are defined as either “a portion of” or “the total cost” of a project so that it is understood and provides for a meaningful discussion amongst the campus and constituency groups. Another suggestion would be to present the data in a visual manner that is easy to digest and explains the needs, what was approved, what portion of the funding was used, and ultimately what was it used for. A useful, practical example is the narrative and graphics found in the PAC Yearly Report that lists dollar amounts with explanations.

**V. Other / General Discussion:** Vivian Gaytan reported that she received all the budget numbers for the awarded Lottery Funds and is waiting for approval of the journal entry in order to release the funds. As for the Instructional Equipment and Non-Instructional Resource Requests, she is waiting to hear back from some of the departments with their FOAPAL budget numbers, and then she will complete the journal vouchers to distribute the funding. On October 22, 2019, the District Board will receive comments from the public on the FC Sherbeck Field Project Final Environmental Impact Report (FEIR).

Meeting adjourned at 2:22 pm  
Meeting Notes taken by Melisa McLellan  
Next Meeting: November 6, 2019