



PLANNING AND BUDGET STEERING COMMITTEE

Summary Meeting Notes from ZOOM Meeting

November 17, 2021

APPROVED February 2, 2022

Members Present: **Co-Chairs:** Rod Garcia, Daniel Berumen; **Management Reps:** Carlos Ayon, Cyndi Grein/Malmi Vitharanage; **Faculty Reps:** Kim Orlijan, Marcus Wilson; **Classified Reps:** Nichole Crockrom, Jennifer Merchant; **Student Reps:** Judith Quintana; **Resource Members:** Vivian Gaytan, Celina Gutierrez, and Melisa McLellan.

The meeting commenced at 2:02 p.m.

I. Introduction of New Members: Rod welcomed the new Manager of the Bursar's Office Malmi Vitharanage who will replace Cyndi Grein and Student Rep Judith Quintana.

II. Approval of Meeting Notes: The October 6, 2021 Summary Meeting Notes were unanimously approved after a motion from Marcus Wilson which was seconded by Kim Orlijan.

III. Planning Update: Co-chair Daniel Berumen reported that the Institutional Integrity Committee (IIC) appointed Danielle Fouquette as the new co-chair and a meeting calendar is currently being developed. The committee is establishing planning tasks for reviewing Institutional Standards and Institutional Learning Outcomes. They will also review the last year's recommendation regarding disaggregating data. The committee reviewed the College's Mission and Vision and want to recommend adding antiracism language related to the work the College is doing. They are taking their recommendation to Academic Senate this Thursday, then to PAC, Classified Senate and Associated Students.

Daniel also reported that the Instructional Program Review Self-Studies are due this week and the committee will begin their review in the Spring 2022.

In addition, Daniel reported that the DEIA Taskforce is meeting to review DEIA statements and reports that have been developed by the District and College, or have been presented to them by faculty and staff over the past two years. The group will develop a report containing recommendations by the end of the next academic term.

Marcus asked the question with the return to campus, who will make the decision on "mask wearing" for faculty to wear a mask and are we following the Board, Chancellor, or CDC policy to wear masks indoors. Rod replied that Fullerton College is following the CDC Guidelines per the Board. Cypress and Fullerton are following different policies. PAC should hear the concerns that there should be a concrete plan, and if the CDC Guidelines change, we needed to go

through the board. Marcus also asked who would make the decision to close the campus again. Rod replied that the Board would need to make that decision. Marcus asked what would happen to onsite classes and Rod replied that he would need to ask PAC.

IV. Budget Update: Co-chair Garcia screen-shared two documents related to new ongoing funds available to the campus, and Melisa will email the files to the committee following the meeting. First, the **Mental Health Services Support Allocation** is an ongoing allocation and for the 21-22 year, the funding formula includes a base amount of \$65,000 for every college. The remaining appropriation of \$22,525,000 will be distributed system-wide (75% based on total headcount and 25% based on # of students who received a Pell Grant). Fullerton College will receive \$445,098 and Cypress College will receive \$286,547. Since NOCE does not have a mental health program, Chancellor's Staff will determine if they receive a portion of Cypress/Fullerton's allocation. At Fullerton, Dana Timmermans is the Director of Mental Health.

Secondly, the **Basic Needs Center and Staffing Allocation** is also an ongoing allocation and for the 21-22 year, the formula includes a base amount of \$130,000 for every college. The remaining appropriation of \$15,050,000 will be distributed system-wide (50% based on total headcount and 50% based on # of students who received a Pell Grant). Fullerton College will receive \$401,463 and Cypress College will receive \$295,483. Marcus asked if this money can be used for the free meal program, and Rod responded yes, and the campus goal is to provide ongoing free food because we are not allowed to use general funds. We have AB19 funds, CARES funds, and now this ongoing source of funds will help us achieve our goal.

There is a restricted portion of Lottery funds that can be used for food insecurities. Because our campus divisions do not fully expend Lottery funds, Rod redistributed the monies by division to use up funds in the past. When we have Lottery carryover, Rod will release the money for expenditure.

On the subject of free student meals, Rod met with people across the State and there are few campuses offering a free meal program to students. Kim Orlijan added that Lisa McPherson advertises the program to help increase enrollment and Kim also reported Denise Fierro uses the free meal program as a talking point during outreach for the Promise Program. The campus Food Drive that distributes groceries to students via a drive-thru in the Chapman parking lot discontinued services after its last drive-thru on Thursday, December 9, 2021. The free "grab and go" meal program available to students in the Sodexo Food Services servery in the 200 Building will continue services beginning Monday, January 24, 2022 (first day of Spring Semester).

IV. Facilities Update: Due to impending construction projects, Rod reported swing space has been identified for departments moving out of the 500 Building. The Veteran's Resource Center (VRC) will be relocated to portable buildings 1901 and 1902 and UMOJA will be relocated to buildings 1903 and 1904. The Business/CIS Division Office moved from the 300 building to the 1000 building, room 1005 while the 300 building undergoes renovation. Their faculty moved to the second floor of the 500 building. The Office of Institutional Effectiveness

(OIE) led by Director Daniel Berumen moved from the 500 building to rooms 126 and 128 on the second floor of the 100 building. Grads-2-Be will move to room 512, and eventually be housed in the new Chapman Newell building to be completed in 2024.

The Counseling Department located on the second floor of the 2000 building underwent some renovations including the addition of computer access for students, new couches, standup tables, and the adjunct offices were reorganized. Space modifications were made to Admissions and Records area including the front counter and reorganization of the offices behind the wall. Space modifications were also made to DSS (Disability Support Services) due to a functionality issue for disabled students. The Honors Program moved to the Transfer Center to make space for the new Foundation. The Foundation moved from the Franklin House to room 225. With the new Foundation moving to the main campus, there is hope that it will be more accessible and visible for students seeking scholarships and other services. CalWorks will continue to operate in the Franklin House, but will eventually move into the Chapman Newell building along with EOPS. Monica Martin moved into the counseling area.

The new Instructional Building housing Humanities will be completed by December and a Ribbon-Cutting Ceremony is planned for January 28, 2022. As for the new Starbucks to be located in the existing Stinger's area, the hazardous materials have been removed and the job is moving forward as planned. The restrooms located in building 840 will also be renovated.

V. Other/General Discussion: Student Rep Judith asked for the name of the committee who makes decisions about faculty return and other items. Rod replied there are two students appointed to the "Safe Return to Campus Taskforce" (led by Dr. Elaine Lipiz Gonzalez). Rod reported that he would bring agenda items to PAC regarding the mask policy and a workgroup for faculty return to campus.

Meeting adjourned at 3:10 pm
Meeting Notes taken by Melisa McLellan
Next Meeting: December 1, 2021