



GROSSMONT-CUYAMACA
COMMUNITY COLLEGE DISTRICT

**GOVERNING BOARD
MINUTES OF THE PROFESSIONAL DEVELOPMENT
BOARD WORKSHOP
Tuesday, June 11, 2013**

Members of the Governing Board of Grossmont-Cuyamaca Community College District and District Strategic Planning & Budget Council (DSP&BC) gathered at 3:30 p.m. in the Cuyamaca College Student Center, Meeting Room 1 (I-207), at 900 Rancho San Diego Parkway, El Cajon, California, for a workshop on strategic planning, linking planning to budget, and tentative budget workshop.

Members Present: Trustees Barr, Hiel, Justeson, and Rosinski; Student Trustee-elect Elsa Michelle Hernandez

Members Absent: Trustee Garrett and Student Trustee-elect Peg Marcus

Others Present: Chancellor Cindy Miles, Vice Chancellors Tim Corcoran and Sue Rearic, College Presidents Sunita Cooke and Mark Zacovic, Vice Presidents Tim Flood and Arleen Satele, Associate Vice Chancellor, Business Services Sahar Abushaban, Sr. Dean Research, Planning & Institutional Effectiveness Chris Tarman, and interested faculty and staff.

Call to Order

Board Vice President Hiel called the joint meeting of the Governing Board and District Strategic Planning & Budget Council (DSP&BC) members to order at 3:40 p.m.

Strategic Planning/Linking Planning to Budget Discussion and 2013-2014 Tentative Budget Workshop

In support of the 2013 Governing Board goals to oversee and support District strategic planning, Chancellor Miles conducted a joint workshop for Board and DSP&BC members to discuss integrated strategic planning processes and budget.

A PowerPoint was presented and narrated by Presidents Cooke and Zacovic, Vice Chancellor Business Services Rearic, Associate Vice Chancellor, Business Services Sahar Abushaban, Vice Presidents Tim Flood and Arleen Satele, and Sr. Dean Research, Planning & Institutional Effectiveness Chris Tarman.

The following information was provided:

2013/14 Tentative Budget Workshop

The tentative budget packet and PowerPoint were distributed. The overview and presentation included the following items:

- Review of the Grossmont-Cuyamaca Community College District (GCCCD) Mission and Areas of Focus that provide the framework for comprehensive planning and informs all plans
- The GCCCD and college planning cycles and how planning is linked to budget allocation decisions
- The college and District Services budget and planning councils

Call to Order

Workshop

- Examples of Grossmont College strategic planning goals and activities, include:
 - Student Access
 - Early Admissions Opportunity to be funded through ongoing funds in 2013/14 at a cost of \$41,000
 - Learning & Student Success
 - Focus on closing the Achievement Gap at a cost of \$120,000
 - Student Engagement at an approximate cost of \$61,550
 - Learning Communities and Freshman Academy at approximately \$288,000
 - Fiscal and Physical Resources
 - Create a Dean of Planning & Institutional Effectiveness
 - Hire critical staff to support core functions, including 6 faculty, 3 administrators, and 8 staff at a cost of approximately \$1.3 million, including benefits
- Examples of Cuyamaca College strategic planning goals and activities, include:
 - Student Access
 - Optimize course schedule to reach enrollment goals and re-establish outreach and marketing activities at a cost of approximately \$126,000
 - Support quality of overall educational experience through
 - First Year Experience Program at a cost of approximately \$243,000
 - Reinvigorate tutoring departments at a cost of approximately \$110,000
 - Human resources – hire 3 faculty, 9 Classified, and 2 administrators, and reorganization of Instruction Unit to include a Dean of Career and Technical Education
 - Ongoing planning and accreditation priorities through *TracDat* implementation at a cost of approximately \$63,000
 - Investing in revenue generating infrastructure by hiring a grant writer to retain Hispanic Serving Institution status and to assist in application for Title V grant at a cost of approximately \$43,000
- Examples of District Services planning goals and activities, include:
 - Radio and TV advertisements regarding enrollment access at a cost of \$30,000
 - Technical training for IT staff at a cost of \$20,000
 - Contract services to support Research, Planning and Institutional Effectiveness and grant development research at a cost of \$55,000

Associate Vice Chancellor Abushaban reported the 2013/2014 tentative budget is based on the Governor's May Revise. The budget includes: 1.57% cost of living adjustment, 1.63% enrollment restoration (our FTES CAP is 17,291 after 277 FTES were added), 4% budget set aside for a possible revenue shortfall this year, one-time 2012/13 funds dedicated (\$3.9M current year and \$8.2M last year), and beginning balances at prior year tentative budget level of \$2.5M.

The budget contains a remaining workload reduction of 6.02% and a state imposed one-time deficit funding totaling \$3.2M over the last four years.

The FTES history, projections, and forecast were provided. There will be 265 sections offered for Summer 2013 up from 74 offered in Summer 2012.

State apportionment payment deferrals for 2013/14 are expected to be \$8.8M, which will cause significant challenges with cash flow and cost of borrowing to meet operational expenses.

Total unrestricted funds available total \$101,387,437, less 5% contingency reserve of \$4,836,464, for a total formula allocation of \$96,550,973. Site allocations and budget expenditures were reviewed. Budget challenges include redevelopment agency backfill, the temporary nature of *Proposition 30* being, fragility of economic recovery, and meeting FTES goals.

The 2013/14 tentative budget will be placed on the June 18 Governing Board docket for adoption.

All materials provided are posted on the GCCCD Governing Board website.

No action was taken.

Adjournment

Board Vice President Hiel adjourned the workshop at 4:51 p.m. and the Board adjourned to closed session.

Adjournment

Respectfully submitted,

Approved by the Governing Board July 23, 2013

Cindy L. Miles, Ph.D.
Chancellor and
Secretary to the Governing Board

Edwin Hiel
Board Vice President

Jennifer J. Danks
Recording Secretary