



GROSSMONT-CUYAMACA  
COMMUNITY COLLEGE DISTRICT

***DISTRICTWIDE STRATEGIC PLANNING & BUDGET COUNCIL***

**MEETING NOTES – AUGUST 27, 2007**

ATTENDING: J. Al-Amin, C. Chiriboga, Z. Close, J. Colson, S. Cooke, J. Ford,  
B. Hertel, C. Hill, W. Hutson, B. Lastimado, J. Marron, A. Martinez,  
D. McDade, S. Pereira, G. Perri, T. Pitt, D. Quittner, S. Rearic, A. Satele,  
D. Simms, B. Tiffany, M. Wangler

ABSENT: S. Farhan, O. Suarez

RECORDER: P. Tillery

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**Strategic Planning**

Two handouts were distributed by B. Hertel: *Districtwide Strategic Plan Process* (draft) and *Institutional Planning and Research Committee (IPRC) Charge/Composition*. Hertel explained that the process flow chart provides a grid of tasks to be accomplished during the Strategic Planning process, and that the charge/composition document was revised to facilitate moving the Strategic Planning process forward.

Hertel provided a brief update of the Strategic Planning process at the request of S. Cooke.

Lengthy discussion followed concerning:

- Past Strategic Planning process
- Composition of the IPRC, and role of the IPRC in facilitating the Strategic Planning process
- Formation of a focus group to move the process forward
- The role of the DSP&BC in facilitating the development of the Districtwide Strategic Plan
- The blending of focus areas for each college Strategic Plan, and integration with the Districtwide Strategic Plan; District plan would incorporate college plans-not change them
- Revise charge of IPRC by adding, "Periodically review Districtwide Strategic Plan"

In conclusion, Hertel said that he would schedule a special meeting of the DSP&BC to focus on the Districtwide Strategic Planning process.

Additionally, Hertel said that the college strategic plans would be presented to DSP&BC at a future date.

## **Budget**

### 1. Proposal to Modify Charge of the Districtwide Enrollment/Marketing Committee

A proposed modification of the charge, composition, and meeting schedule of the Districtwide Enrollment/Marketing Committee was distributed. D. Quittner explained that the role of the Committee is to facilitate and support college enrollment marketing efforts.

Discussion followed concerning:

- Name/title and function of the committee
- The addition of Academic and Classified Senate representatives to the Committee composition
- Addition of the word “proactively” to the first bullet under “Charge”, to read: “...and proactively respond...”
- The Districtwide Enrollment/Marketing Committee is a subcommittee to the DSP&BC; therefore, recommendations should be presented to DSP&BC

Based on discussion and suggestions of DSP&BC members, Quittner said that the charge and composition of the Districtwide Enrollment/Marketing Committee would be modified as follows:

- Title: Districtwide Enrollment Marketing Committee (remove /)
- “Proactively” to be added to the first bullet under “Charge”, to read: “...and proactively respond...”
- Under “Charge”, add bullet to indicate that the Committee will present recommendations to the DSP&BC
- Add to Committee composition a representative for each Academic Senate and a Classified Senate representative

### 2. 2006/07 Year End

S. Rearic reported that the books for 2006/07 have been closed. A summary of college and site ending balances for 2006/07 was distributed, as well as a summary of year-end allocation of one-time funds. The ending balance summary also included information on purchase order carryovers from year end to 2007/08.

Member Close inquired about the status of Mandated Costs claims. Rearic responded that the claims are currently being audited and that it is anticipated that the audit will be complete by the end of fall.

### 3. 2007/08 State Budget Update

Rearic reported that she would be attending the State Chancellor’s Office budget workshop on September 18 and would have more information to report at the next DSP&BC meeting.

D. Quittner reported that the Governor vetoed Basic Skills and Noncredit rate increases, but added that he has an interest in restoring Basic Skills. She pointed out that the veto was of new money, not ongoing money.

4. 2007/08 Adoption Budget

- Income Assumptions – An estimate of 2007/08 income was distributed.
- Accreditation Allocation – Rearic reported that each college received a special allocation of \$25,000 for accreditation-related expenses, and that the District received \$15,000.
- Parking/Public Safety Funding Plan – Rearic informed the members that a proposal would be made by the Districtwide Parking Committee concerning funding of police officers. The proposal would be to charge a percentage of police salaries to the General Fund; the cost would be \$215,000. Rearic stressed that this is a proposal that would be recommended to the DSP&BC; however, the proposal was included in the 2007/08 Adoption Budget as a place holder until the recommendation is approved by the DSP&BC.
- Income Allocation Formula – The 2007/08 Income Allocation Formula was distributed and briefly reviewed. She explained that the Economy of Scale Factor remains at the 2006/07 level because there was no Growth. As supplements to the Adoption Budget, Rearic also distributed information regarding Districtwide budget by account keycode and a dedicated income analysis.

A handout was distributed regarding rates for estimating employee benefits for 2007/08.

Rearic said that she would send the Adoption Budget and support documents electronically to the Vice Presidents-Administrative Services.

Next Meeting

The next meeting of the Districtwide Strategic Planning & Budget Council will be the Adoption Budget Workshop on Monday, September 10, 2007, 2:30 p.m., in the Museum at Cuyamaca. The workshop will be held jointly with the Districtwide Executive Council (DEC).