



GROSSMONT-CUYAMACA  
COMMUNITY COLLEGE DISTRICT

**District Strategic Planning & Budget Council**

**July 10, 2017 – 2:30 – 4:00 p.m.**  
**Cuyamaca College Student Center, Room I-209**

**Meeting Notes**

<b>Chair:</b>	<b>Sue Rearic</b>	<input checked="" type="checkbox"/>	Members Present		
Administrators Assoc.:	Michael Copenhaver	<input checked="" type="checkbox"/>	Administration:	Nabil Abu-Ghazaleh	<input type="checkbox"/>
AFT:	Jim Mahler	<input type="checkbox"/>		Sahar Abushaban	<input checked="" type="checkbox"/>
CSEA:	Rocky Rose	<input type="checkbox"/>		Julianna Barnes	<input checked="" type="checkbox"/>
Conf. Administrators:	Marsha Gable	<input checked="" type="checkbox"/>		Alyssa Brown	<input type="checkbox"/>
Confidential Staff:		<input type="checkbox"/>		Tim Corcoran	<input checked="" type="checkbox"/>
GC Academic Senate:	Tate Hurvitz	<input checked="" type="checkbox"/>		Aiden Ely	<input checked="" type="checkbox"/>
	Jeff Lehman	<input type="checkbox"/>		Jennifer Fujimoto	<input type="checkbox"/>
CC Academic Senate:	Kim Dudzik	<input type="checkbox"/>		Doug Jenson	<input checked="" type="checkbox"/>
	Brianna Hays	<input checked="" type="checkbox"/>		Anne Krueger	<input checked="" type="checkbox"/>
Students Reps:	Skyler Delacruz	<input type="checkbox"/>	Also Attending:	Lorenze Legaspi	<input type="checkbox"/>
	Jesus Suarez	<input type="checkbox"/>	Recorder:	Cindy Miles	<input checked="" type="checkbox"/>
Classified Senate	Monica Blando	<input checked="" type="checkbox"/>		Brian Nath	<input type="checkbox"/>
				Mike Reese	<input checked="" type="checkbox"/>
				Pat Setzer	<input checked="" type="checkbox"/>
				Janet Snelling	<input type="checkbox"/>
				Chris Tarman	<input type="checkbox"/>
				Katrina VanderWoude	<input checked="" type="checkbox"/>
				John Valencia	<input checked="" type="checkbox"/>
				Kim Widdes	<input checked="" type="checkbox"/>
					<input type="checkbox"/>
				Rosie Ibarra	<input checked="" type="checkbox"/>

Item	Summary/Action	Communication Yes/No (To Whom/By Whom)
1. DSP&BC Strategic Planning Updates <ul style="list-style-type: none"> <li>• Debrief on Governing Board presentation</li> <li>• Fall Governing Board Workshops</li> </ul>	<p>The tentative budget presentation to the Governing Board went well. Having the Board see everything at one meeting versus two separate meetings, made sense and was well received by the Board.</p> <p>There will be upcoming conversations on student success at Governing Board Workshops.</p>	

	<p>Tate said it may be useful to have updates on District strategic wide updates for big projects. This will be considered for the September 5 meeting.</p>	
<p>2. 16-17 Year End</p> <ul style="list-style-type: none"> <li>• POCO</li> <li>• Year End Close Process</li> <li>• FTES</li> <li>• Summer 4/10 Update</li> </ul>	<p><b>Purchase Order Carry Overs (POCO)</b>—Doug went over the document for the POCO:</p> <ul style="list-style-type: none"> <li>• Remaining purchase orders were copied into Workday.</li> <li>• The month of July will be monitored, and what is remaining will be in the adoption budget.</li> <li>• The <a href="#">POCO</a> has been revised since the meeting and the new version is attached.</li> <li>• The target date to adjust dollar amounts is July 27.</li> </ul> <p><b>Year-End Close Processes</b>—Closed out Purchasing and Payroll for the 16-17 year. This involves any bills still coming in, which will be accrued to the last fiscal year. Continuing the process of closing out the books and closing out the fiscal year. The goal is to be done by the first week of August.</p> <p><b>FTES</b>—More information will be available at the next meeting.</p> <p><b>Summer 4/10</b>—There is an established process that Campuses are closed Friday, Saturday and Sunday. If anyone needs to work, there is a critical exception process in which requests need to be routed through College Council and then Chancellor’s Cabinet. These need to be critical exceptions as the District would like the offices to be closed on Fridays.</p>	
<p>3. 17-18</p> <ul style="list-style-type: none"> <li>• TB</li> <li>• Salary and Benefits-Workday Commitments and Obligations</li> </ul>	<p><b>Tentative Budget (TB)</b>—The TB was presented to the Governing Board last month in June, and was approved. The information from the TB has been put into Workday. TB trust funds continue to be in the process of moving forward.</p>	

	<p><b>Salary and Benefits</b>—Workday did a good job of allocating commitments and obligations (<i>encumbering</i>).</p> <p>Estimates are based on benefit rates, health and other items. This is being fixed to unrestricted funds only. The <a href="#">benefit rate</a> is attached.</p>	
<p>4. <a href="#">PERS/STRS Dedicated Fund</a></p>	<p>Estimated increases are done each year, and this is a one-time dedicated fund. Sue went over the document posted. A question was asked about the \$624,708 and if there will be more money. After discussion, everyone was clear and understood the way the monies are being allocated. Doug will bring a chart to present at the next meeting in August, it's a formula for income and FTS only.</p>	
<p>5. Strategic Hires:</p> <ul style="list-style-type: none"> <li>• <a href="#">Grossmont College</a>: <ul style="list-style-type: none"> <li>○ Student Services Specialist</li> <li>○ Student Services Assistant</li> </ul> </li> <li>• <a href="#">Cuyamaca College</a>: <ul style="list-style-type: none"> <li>○ Instructor-CIS</li> <li>○ Instructor-English</li> <li>○ Instructor-OH</li> <li>○ Librarian</li> <li>○ Tutoring Center Specialist</li> </ul> </li> <li>• District Services:</li> <li>• <a href="#">DSP&amp;BC Summary of Strategic Hire Requests</a></li> </ul>	<p>The strategic hires for Grossmont and Cuyamaca Colleges were reviewed. There was no opposition to the positions moving forward.</p> <p><b>Summary of Strategic Hire Requests</b>—Sue noted that the document name has been changed. It also has the requested date on the right. Sahar, Lorenze and Doug will review. Improvements on documents are ongoing.</p>	
<p>6. Items From the Floor</p>	<p>Next meeting will include:</p> <ul style="list-style-type: none"> <li>• FTES</li> <li>• Closing of Fiscal Year 16/17</li> <li>• Income as it relates to 17-18</li> <li>• Benefits chart</li> </ul>	

**Next Meetings:**

- Monday, August 7, 2017; 2:30 p.m., DSP&BC, Grossmont College Griffin Gate
- Tuesday, September 5, 2017; 2:30 p.m., DSP&BC, Cuyamaca College Student Center, I-209
- Tuesday, September 12, 2017, 6:30 p.m., Governing Board Meeting: Adoption Budget Presentation, Cuyamaca College Student Center



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COMMUNITY COLLEGE DISTRICT

**GCCCD Vision, Mission and Value Statement**

***Vision:** Transforming lives through learning.*

**Mission:** Provide outstanding learning opportunities that prepare students to meet community needs and future challenges of a complex, global society.

**Value Statement:** Cultivate a student-centered culture of excellence, trust, stewardship, and service.