

MINUTES

College Planning and Budgeting Council Minutes for Tuesday, March 1, 2011

Members Present: John Bilmont, Jeffrey Fang, Attila Gabor, Dave Gallerani, Peter Goldstein, Don Griffin, Maria Heredia, Carl Jew, Steve Kech, Marc Kitchel, Madeline Mueller, Alice Murillo, Francine Podenski, Karen Saginor, Athena Steff, Fred Teti, Toan Tran, Elizabeth Weinberg, Suki Wong

Resources Present: Fred Chavaria, Hal Huntsman, Lidia Jenkins, Monika Liu, Phyllis McGuire, Uyen Nguyen, David Yee

Guests Present: Pamela Mery, Katte Celet, Barbara Hernandez, Rose Marie Roberson, Samuel Santos, Leslie Simon, Jennifer Worley

1. Approval of Minutes – Minutes were not yet available to be approved.
2. Office of Student Activities - Funding for Faculty Advisors – The Council discussed possible changes to how the Women’s Resource Center funding is allocated (where the funding comes from and allocation limits). A decision was deferred pending more information.
3. Accreditation Update – The “raw draft” has been posted. Over 100 members of the College have participated in developing this 183 page draft. Comments are due by 3/24.
4. Summer 2011 Campus Offerings – Monika Liu presented Summer 2009 FTES and Summer 2010 FTES. For upcoming Summer 2011, the goal is to have a 100% Summer, which is necessary to maximize FTES and make our growth targets. Castro and Southeast Campuses will be closed during Summer 2011.
5. Budget Update 2010-11 – The College is trying to make \$1.5M growth which would apply to this year as well as next year (\$3M total). The Council discussed adding sections of heavily-impacted courses.

The Council approved expanding the number of sections for high-enrollment classes.

The College needs to address the Spring 2011 decrease in Noncredit enrollment. We also need to get the word out about Summer 2011, possibly starting registration earlier. Don Griffin suggested that local matriculation requirements be modified for students enrolling for summer session but not taking math and English. The Orientation component should be maintained, possible through the Orientation booklet. Don Griffin will communicate with SFUSD. Since SFUSD is offering few summer classes, CCSF may offer even more. One method for reaching potential students is to send a letter to the parents of every SFUSD senior. Also, the College can expand registration events at local high schools. Further, on April 29th approximately 1,600 high school students will be visiting CCSF. The Council also discussed streamlining the concurrent enrollment process and adjusting our approach to registration dates.

6. Budget Strategies 2011-12 – The College faces a significant deficit in the coming year, ranging from \$13.48M (low estimate) to \$28.91M (high estimate). The extent of the deficit depends upon a June ballot measure: its passage would result in the low estimate scenario. The Board’s PBC asked College leadership to come up with a plan for addressing a \$21M deficit. One approach could be to reduce section offerings in 2011-2012, treating it as another “hold harmless” year. However, there was concern about developing a sustainable, long-term approach rather than relying upon a “ping-pong” strategy—in part because the state is likely to clamp down on that kind of approach, and also because it is difficult to ramp up enrollment after a year of section reductions. Fundraising expectations were also discussed. The Board has approved an RFP process in preparation for going out for a parcel tax in November 2011.
7. Government Relations Update – None provided.
8. Committee Reports & Associated Action Items
 - Program Review (PRC) – A Council member proposed reconsidering when the shift from an annual cycle to a two-year cycle would begin.
 - Facilities Review (FRC) – No action items presented.
 - Faculty Position Allocation (FPAC) - Upgrade approved for Automotive position.