

**Minutes of the Planning and Budgeting Council (PBC)
Ocean Avenue Campus, Room C334
2007 October 12**

Present: Denton Crews, Philip R. Day, Jr., Carlota del Portillo, Robert Gabriner, Peter Goldstein, Don Griffin, Stephen Herman, Marc Kitchel, Stephanie Mettman, Madeline Mueller, Alice Murillo, Dennis Piontkowski, Fred Teti, David Yee

0. Minutes from August 30 and September 14 approved.
1. **CCSF Budget** Vice Chancellor Goldstein disbursed copies of the recommended 2007–2008 CCSF Budget (delayed because of uncertainties in the State budget; see last meeting's minutes), and circle charts displaying how certain line items are broken down. He made these remarks:
- The District will need to achieve the 2.957% growth cap in order to earn the estimated growth funds in the recommended budget.
 - It may be optimistic to expect both sales tax and lottery revenue to increase,
 - \$2M of the general fund is eligible for allocation under *restricted* funds.
 - As always, certain items cannot be predicted precisely because they are subject to collective bargaining negotiations.

2007–10–12–01 That the PBC approve the recommended 2007–2008 CCSF budget. AFT rep Marc Kitchel abstained.

- 2.A **MIP Budget** Dr. Griffin disbursed copies of the 2006–2007 Multicultural Infusion Project (MIP) and Diversity budgets and recommendations for 2007–2008. The PBC discussed concerns about new MIP requests for increased funds and reassigned time, the rules for spending State Basic Skills funds, accountability, and the Project's state of maturity.

2007–10–12–02 That the combined Unrestricted (“U”) budget for MIP and Diversity (accounts 5161 and 5162) in 2007–2008 not exceed \$48, 727 with no Basic Skills augmentation, and that the Project receive at most 0.4 FTEF reassigned time for coordination starting in Spring 2008.

Motion passed unanimously.

- 2.B **Grow Your Own Budget** Dr. Griffin disbursed copies of the 2006–2007 Grow Your Own Program (GYO) budget and recommendations for 2007–2008. He explained the history of GYO and how it is run. The PBC discussed concerns about the increased number of program interns (from 4 to 28 in one year), the cost (\$3600 per year per intern), and rules forbidding general-fund stipends for students. The District has found private funds to cover the new interns, but there is no provision for more at this time.

2007–10–12–03 That the Unrestricted (“U”) budget for Grow Your Own (account 5163) in 2007–2008 not exceed \$18, 217, that the Program receive at most 0.2 FTEF reassigned time for coordination, and that the Program accept no new interns until such time as a sustainable private funding source has been identified.

DCC rep Madeline Mueller abstained.

3. **FPAC Recommendations** Vice Chancellor Murillo disbursed copies of the latest Faculty Position Allocation Committee recommendations for 21 replacement faculty positions. Dr. Griffin explained that he hopes also to create 5 consolidated positions at a cost of ~\$7K per position to start in 2008–2009. Vice Chancellor Goldstein confirmed that this expense is consistent with the budget approved earlier.

2007–10–12–04 That the PBC approve the 21 positions recommended by FPAC and the 5 new consolidations.

Motion carried unanimously.

4. **Enrollment Strategy** Dr. Griffin explained that the District has an enrollment base of 36,400 FTES from 2006–2007 and a growth cap of 2.957% for 2007–2008. (The cap is high because of the Mission Campus.) He hopes CCSF will enroll 37,100 FTES in 2007–2008. In addition to recruiting more students into undersubscribed classes, he proposed that the District open up to 100 new sections. Vice Chancellor Goldstein confirmed that the expense of opening these sections is consistent with the budget approved earlier, especially since much of the cost will come from State Basic Skills funds.

2007–10–12–05 That the PBC urge the District to open at most 100 new sections in Spring and Summer of 2008, at least 15 of which will be at the Mission Campus.

5. **Annual Plan, Division Plans, Performance Measures** Vice Chancellor Gabriner disbursed copies of the draft 2007–2008 Annual Plan and Management Plan, the Division Plans (except for Academic Affairs), and the Annual Plan with performance measures. The goal is to use the performance measures to create a College profile with highlights from the Plan that is accessible and transparent to the public, as requested by the Board. Dr. Gabriner asked PBC members to send him comments before the draft goes to the Trustees.