

STRATEGIC PLANNING COUNCIL AGENDA

MEETING TYPE:	<input checked="" type="checkbox"/>	Staff	Date:	09/03/02
	<input type="checkbox"/>	Product/Project	Starting Time:	2 p.m.
	<input type="checkbox"/>	Special	Ending Time:	4 p.m.
			Place:	SU-18

CHAIR: Sherrill Amador

MEMBERS: Barkley, Barton, Bishop, Cater, Davis, Dimmick, Dolan, Drinan, Engleman, Galli, Garlow, Gilson, Halttunen, Hoffmann, Lutz, Madrigal, Melena, Millet, Miyamoto, Owens, Patton, Smith, Weimer

RECORDER: Barbara Baldrige

Order of Agenda Items	Desired Outcome	Resources Used	Time Allotted
A. <u>MINUTES – July 2, 2002</u>	Decision	Attachment	2 min.
B. <u>DISCUSSION/INFORMATION ITEMS</u>			
1. Introductions and Responsibility	Discussion/Decision	Attachment	15 min.
2. Annual Implementation Plan	Discussion/Decision	Attachment	15 min
3. Technology Management Structure of Student Engagement (Barton)	Information/Discussion	Attachment	15 min
4. Child Care Center Fees	Information	Attachment	15 min.
C. <u>ACTION ITEMS</u>			
1. First Reading: BP 174-Staff Hiring	Information	Attachment	15 min
D. <u>LEGISLATIVE ADVOCACY</u>			
1. Budget Update	Information	Attachment	15 min
2. Master Plan	Information		15 min
E. <u>REPORTS OF CONSTITUENCIES</u>			20 min.
1. Administrative Association – Mollie Smith			
2. Associated Student Government – Sean Weimer			
3. Confidential/Supervisory Team – Lee Hoffmann			
4. CCE/AFT – Mike Dimmick			
5. Faculty Senate – Nancy Galli			
6. PFF/AFT – Mary Ann Drinan			
F. <u>OTHER ITEMS</u>			



STRATEGIC PLANNING COUNCIL MINUTES

September 3, 2002

The regular meeting of the Palomar College Strategic Planning Council was held on Tuesday, September 3, 2002, at 2:00 p.m., in SU-18.

The meeting was called to order at 2:03 p.m. by Dr. Sherrill L. Amador.

Roll Call

Members Present: Amador, Barkley, Barton, Bishop, Cater, Davis, Dimmick, Dolan, Drinan, Engleman, Galli, Garlow, Halttunen, Hoffmann, Lutz, Madrigal, Melena, Millet, Miyamoto, Owens, Patton, Weimer,

Members Absent: Gilson, Smith

Guests Present: Barbara Baldridge, Suzanne Gavin (for Mollie Smith), Erin Messersmith, Mark Vernoy, Dale Wallenius, Darla Wilson

A. Minutes

MSC Bishop, Cater

The minutes of the meeting of July 2, 2002, were approved.

B. Discussion Items

1. Introductions and Responsibilities

Dr. Amador provided a notebook containing a list of Council members, the charge of the Council, and the Annual Implementation Plan for each Council member. Each member was asked to bring the notebook to every meeting. Materials will be three-hole punched when they are provided at the meeting. One of the tasks of the Council is communication, and it is difficult to communicate when everyone has different information.

Dr. Amador discussed the responsibilities of the Council in detail. This is a governance group representing all the constituent groups on campus. Our role is to make sure that the Strategic Plan is implemented, to develop and revise governance policies, and to communicate with the respective groups. It is most important that members share the information from these meetings with their group members and bring feedback to this Council. We must have a broader perspective than just the members of this Council.

Dr. Amador stressed the importance of attending all of the meetings in order to achieve continuity of membership. Communication with individual constituencies and participation in the Council meetings are the primary responsibilities of the Strategic Planning Council members.

The Strategic Planning process guides budget priorities. We will not be talking about how we should spend our money; we will be talking about our priorities, and that will lead the budget priority process. Whatever we do, our work must reflect the values and support the mission of the College and be in the best interest of improving student success and serving the community.

As the recognized participatory governance body, when there are Board Policy changes, they will be brought through this group. If one of the constituent groups has something they would like to change in terms of Board Policy, it should be brought to SPC.

Chris Barkley made a change in the list of Council members: Judy Dolan should be listed as a Faculty Member appointed by the Faculty Senate, not as the Past President, Faculty Senate (designee). Either Bob Gilson or Nancy Galli will be identified as the Past President, Faculty Senate (designee).

2. Annual Implementation Plan

The first time that we will be going through this in detail is November, 2002. Last spring, responsibility for each of the objectives was assigned. Early in November, a template will be sent to the assigned members/groups, who will then tell us what they have done on that particular objective. Hopefully, the work has already commenced on these objectives. A similar check-up will take place in February. In May, we would like to see completion or in progress, as appropriate.

At any time, questions may be addressed to either this group or any of its members via any type of communication available on campus.

3. Technology Management Structure

At the July 2 meeting, Dr. Amador presented an initial draft of the proposed technology structure for the College, in order to begin the discussion of how the technology functions of the campus should be organized. Since that meeting, several changes have been made. Dr. Amador distributed Draft #4 of the document for review by the Council members. The purpose and the reason this is being done has not changed since the first draft. We want to be sure that academic technology is responsive; that innovation is primary - that faculty and staff feel that they have the opportunity to be as creative as they would like to be; that our service to the classrooms, labs, and equipment is the best that it can be; that we have a budget; that we have good training for the academic technology piece. We want to take all of those things that we have now and improve them as we go forward.

On the Information Systems side, we have new things coming up: PeopleSoft Version 8. We want to be prepared and involved in up-front training. More importantly, we want to maximize the use of all of our resources. Within that goal, there would be someone reporting to the Superintendent/President, perhaps with the title of Vice President, Learning Technology and Information Services. This would be all the technologies that are used by faculty and staff for learning, as well as Information Services, including the Library. The technology is merging and we must, therefore, look at harnessing that and having one person responsible. However, everyone is responsible for this function in their area.

Dr. Amador reviewed the organization chart in detail and answered questions. Funding has been identified through reorganization and eliminating administrative positions that have not been filled but are in the budget, so that the new positions on the chart will be cost neutral. In order to be competitive and recruit the quality person who is needed as the chief technology officer, we will probably need to place this person in the vice president pay range.

The group reviewed the draft job description

Council members were asked to share this information with their constituencies and bring feedback to the SPC meeting in four weeks (October 1).

4. Child Care Center Fees

Dr. Mark Vernoy presented a proposal to eliminate the ten percent sibling discount from Child Care Center fees. It is necessary to eliminate this discount because the state can legally reduce the reimbursement to the College to the lowest rate we charge parents. If that were done, we could possibly lose up to \$90,000 a year. The discount affects a very small number of people who have more than one child at the Center. Dr. Vernoy will bring a written policy change and the number of people who will be affected to the next meeting. Council members were asked to share this proposal with their constituencies and bring feedback to the SPC meeting in two weeks (September 17). The goal is to take this to the Governing Board for approval at its October meeting.

C. Action Items

1. First Reading: BP 174 – Staff Hiring (revision)

The current Board Policy 174 contains both policy and procedural language. We made some changes last year because of Proposition 209. However, additional changes are required in order to make the policy very specific, and related to Education Code, Government Code, Title 5, etc. The Community College League of California (CCLC) has provided samples of governing board policies in seven distinct areas. We have started to look at our Board policies, many of which are in the Faculty Manual. Some of the things in the Faculty Manual are now negotiable items and would not be a part of that. Because of the need to look at hiring, it was decided to prepare a policy on recruitment and hiring personnel in general. The procedure for hiring faculty is an academic and professional matter and is something that the administration will prepare in conjunction with the faculty. Dr. Amador distributed copies of the new proposed policy that will replace BP 174. In most cases, policies do not have philosophy statements; however, because of the strong feeling about the kind of people we want to employ in this District, we felt it was important to have an introductory statement that discusses the kind of people we are looking for, no matter what group they are to be employed in. The remainder of the policy follows the outline recommended by CCLC.

Council members were asked to share this information with their constituencies and bring feedback to the next meeting (September 17) for the second reading. We need to finalize this policy so that we can move forward on all hires.

There is a great deal of clean-up work that needs to be done on many of our policies and procedures. The Board has asked to use the CCLC samples in formulating its new policies and procedures.

Chris Barkley reconfirmed that policy changes would come to SPC before being presented to the Board for approval. However, procedures on academic and professional matters would be developed/revised by the Academic Standards and Practices Committee, make recommendations to the Faculty Senate, the Senate would still take them to Administration to be sure there is agreement on them, but then the College will implement them. They would inform the Board but would not need Board approval.

D. Legislative Advocacy

1. Budget Update

The legislature has passed the budget; however, the Governor has not yet signed it. Jerry Patton reviewed the legislature's budget at this time. Last year, the Governor changed many of the things the legislature had recommended, so we won't know the final budget until the Governor actually signs it. Palomar's budget is in line with the figures as approved by the legislature. The problem looming is that the state budget is out of balance, and we are likely to have mid-year cuts. We also know that FY 2003-04 is likely to be even worse than FY 2002-03. Therefore, some of our decisions in filling positions and other decisions we make this year will soften that blow for next year. We are looking for ways to accomplish that during the next six months. The budget also does not reflect the deficit in the Chancellor's Office that applies to all the colleges. Right now, our growth funding for FY 2002-03 is 69.73%, instead of 100%. In fact, it is rarely ever 100%; however, it is usually in the mid to high 80s. As of today, we are showing a 5.9% increase over the previous fall's enrollment. The schedule is loaded at 85%. In the future, without having more funds, resolving this is going to be very difficult.

Unfortunately, it is necessary to cancel small classes in order to have money to be able to run the classes that have lots of students. Classes are full in many areas, and it is getting tight now. To continue to serve the students without the additional dollars is going to be very difficult during the next couple of years.

We need to look at the whole structure of the community college system. We are funded as a part of K-14, Proposition 98, and that may have served us well for awhile. However, it is starting to be a major problem because we have never received that guarantee since the day we signed it. It really puts a restriction on how we are viewed and funded.

2. Master Plan

The Master Plan was not discussed by the legislature when they worked until midnight on August 31, and nothing has been heard about it since.

E. Reports of Constituencies

1. Administrative Association – There was no report.

2. Associated Student Government

Sean Weimer reported that a ceremony honoring those who perished will be held on September 11 in the Friendship Pavilion on the north side of the President's Office. Two trees will be planted to memorialize the losses. ASG is doing well and will be working on the P Mountain this year.

3. CCE/AFT

Mike Dimmick reported that members have been appointed to serve on the sub-councils. The San Diego Labor Council had a tailgate party at yesterday's Padres game. One of the members met Governor Davis and his wife and commented to them to not forget education. His response was, "we won't."

4. Faculty Senate

Chris Barkley reported that the Senate is still looking at policies and procedures for faculty hiring and will be bringing it back at its next meeting. They will be appointing members to the sub-councils and the various committees on campus. Next week will be a business meeting, and the new Senator orientation will take place the week following that.

5. PFF/AFT – There was no report.

6. Supervisory/Confidential Association

Lee Hoffmann reported that an organizational meeting will be held on September 18. Decisions will need to be made regarding representation on campus committees.

6. The Faculty

The Faculty is working on Constitution changes. The Faculty will meet tomorrow at 11 a.m. in SU-30.

F. OTHER ITEMS

There being no further business, the meeting was adjourned at 3:15 p.m.

Strategic Planning Council

The Strategic Planning Council, representing all constituent groups of Palomar College, implements the strategic plan, **develops** or **revises** governance policies, and **communicates** with the respective groups. The strategic planning process guides budget priorities. Recommendations made by the Strategic Planning Council will reflect the values and support the mission of the College and be in the best interest of improving student success and serving the community.

Role

The Strategic Planning Council, as the **recognized participatory governance body of the College**, creates the processes for recommending College policies and governance committee structures. The Strategic Planning Council reviews actions, recommendations, and requests of planning groups and task forces. The Strategic Planning Council amends and guides the planning processes and recommends policies and procedures to respond to the changing needs of the student population and the internal and external environments. The Strategic Planning Council develops, implements, evaluates continuously and revises, if necessary, the District's plans and initiatives, both long-term and short-term. A three-year planning cycle is used to implement the Strategic Plan. An Annual Implementation Plan outlines the tasks and actions to be accomplished during the upcoming year.

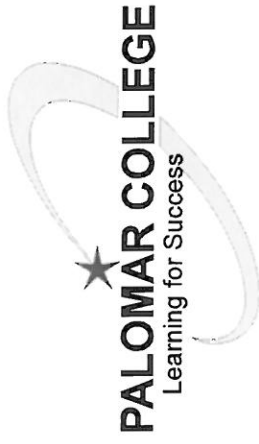
Communication with individual constituencies and participation in the Council meetings are the primary responsibilities of the Strategic Planning Council members.

Products

Palomar College's Strategic Plan, Annual Implementation Plans, Criteria for Annual Evaluation of the planning outcomes, Annual Progress Report, Policies and Procedures recommendations.

Meeting Schedule

First and Third Tuesdays, 2 to 4 p.m.



Strategic Plan 2005 Annual Implementation Plan 2002-2003

Objective/Activity <i>Goal: Student Success</i>		Primary Person & Others Involved: VP Student Services, Chief Advancement Officer	
Increase scholarship recipients and donors through improved processes and procedures		Assigned Groups: Scholarship Committee	
Estimated Cost:	One Time	Funding Source: Foundation, General Funds	
	Ongoing	Time Line: June, 2003	
Nov., 2002			May, 2003

Objective/Activity <i>Goal: Student Success</i>		Primary Person & Others Involved: VP Instruction; VP Student Services;; Instructional and Student Services Deans	
Provide comprehensive and innovative class scheduling options to improve accessibility and timely program and degree completion		Assigned Groups: Chairs and Directors	
Estimated Cost:	One Time	Funding Source:	
	Ongoing	Time Line: June, 2003	
Nov., 2002			May, 2003

Strategic Plan
Annual Implementation Plan 2002-2003

Objective/Activity <i>Goal: Student Success</i>		Primary Person & Others Involved: VP Finance & Administrative Services; VP Student Services	
Create and implement a system to improve student fee collection and related services		Assigned Groups:	
Estimated Cost:	One Time	X	Funding Source:
	Ongoing		Time Line: June, 2003
Nov., 2002		Feb., 2003	May, 2003

Objective/Activity <i>Goal: Student Success</i>		Primary Person & Others Involved: VP Instruction; VP Student Services	
Improve articulation with area high schools at the discipline level and within student services		Assigned Groups: Chairs & Directors; Instructional and Student Services Deans; Matriculation Advisory Committee; Articulation Officer	
Estimated Cost:	One Time		Funding Source:
	Ongoing	X	Time Line: June, 2003
Nov., 2002		Feb., 2003	May, 2003

Strategic Plan
Annual Implementation Plan 2002-2003

Objective/Activity <i>Goal: Student Success</i>		Primary Person & Others Involved: VP Instruction; VP Student Services	
Develop and implement programs and services to increase persistence, completion, and transfer		Assigned Groups:	
Estimated Cost:	One Time	Funding Source:	
	Ongoing	Time Line: June, 2003	
Nov., 2002		Feb., 2003	May, 2003

Objective/Activity <i>Goal: Teaching and Learning Excellence</i>		Primary Person & Others Involved: President; VP Instruction; VP Student Services; Director, Institutional Research & Planning; Director, Student Affairs	
Foster a learning culture that promotes institutional and student expectations, responsibilities, and respect		Assigned Groups: All constituent groups	
Estimated Cost:	One Time	Funding Source:	
	Ongoing	Time Line: June, 2003	
Nov., 2002		Feb., 2003	May, 2003

**Strategic Plan
Annual Implementation Plan 2002-2003**

Objective/Activity <i>Goal: Teaching & Learning Excellence</i>		Primary Person & Others Involved: Curriculum Co-Chairs	
Implement a user-friendly curriculum process		Assigned Groups: Curriculum Committee	
Estimated Cost:	One Time	Funding Source: General Fund; Categorical	
	Ongoing	Time Line: June, 2003	
Nov., 2002	Feb., 2003	May, 2003	

Objective/Activity <i>Goal: Organizational and Professional Development</i>		Primary Person & Others Involved: President; VP Human Resource Services	
Implement a more timely process for approval and filling of new and replacement positions		Assigned Groups:	
Estimated Cost:	One Time	Funding Source:	
	Ongoing	Time Line: January, 2003	
Nov., 2002	Feb., 2003	May, 2003	

**Strategic Plan
Annual Implementation Plan 2002-2003**

Objective/Activity <i>Goal: Organizational and Professional Development</i>		Primary Person & Others Involved: VP Human Resource Services; Training Coordinator	
Establish and fund on-going employee training programs that assess needs, assure competencies, and use appropriate delivery methods		Assigned Groups: Professional Development Committee; Academic Technology Group; Staff Development Committee	
Estimated Cost:	One Time	Funding Source:	
	Ongoing	Time Line: June, 2003	
Nov., 2002		Feb., 2003	May, 2003

Objective/Activity <i>Goal: Organizational and Professional Development</i>		Primary Person & Others Involved: President; Vice Presidents; Director, Institutional Research & Planning	
Formalize a governance process that assures appropriate evaluation of, and response to, committee recommendations		Assigned Groups: All constituent groups	
Estimated Cost:	One Time	Funding Source:	
	Ongoing	Time Line: January, 2003	
Nov., 2002		Feb., 2003	May, 2003

**Strategic Plan
Annual Implementation Plan 2002-2003**

Objective/Activity <i>Goal: Organizational and Professional Development</i>		Primary Person & Others Involved: President, Vice Presidents	
Promote a culture of inclusiveness, participation, collaboration, and mutual respect that recognizes and celebrates the value of contributions		Assigned Groups: All constituent groups	
Estimated Cost:	One Time	Funding Source: General Fund; Categorical	
	Ongoing	Time Line: June, 2003	
Nov., 2002		Feb., 2003	May, 2003

Objective/Activity <i>Goal: Organizational and Professional Development</i>		Primary Person & Others Involved: President, Vice Presidents	
Delineate and integrate the District's organizational and governance structures		Assigned Groups: All constituent groups	
Estimated Cost:	One Time	Funding Source: General Fund; Categorical	
	Ongoing	Time Line: June, 2003	
Nov., 2002		Feb., 2003	May, 2003

**Strategic Plan
Annual Implementation Plan 2002-2003**

Objective/Activity <i>Goal: Resource Management</i>		Primary Person & Others Involved: VP Finance & Administrative Services; Director of Fiscal Services	
Explore options for flexible multi-year departmental budget planning		Assigned Groups:	
Estimated Cost:	One Time	X	Funding Source:
	Ongoing		Time Line: January, 2003 (Options)
Nov., 2002		Feb., 2003	May, 2003

Objective/Activity <i>Goal: Resource Management</i>		Primary Person & Others Involved: Vice President, Finance & Administrative Services	
Continue efforts to make budget reports user-friendly		Assigned Groups:	
Estimated Cost:	One Time		Funding Source:
	Ongoing	X	Time Line: June, 2003
Nov., 2002		Feb., 2003	May, 2003

**Strategic Plan
Annual Implementation Plan 2002-2003**

Objective/Activity <i>Goal: Resource Management</i>		Primary Person & Others Involved: President	
Develop and implement institutional strategies to lobby for community college interests and funding		Assigned Groups: SPC	
Estimated Cost:	One Time	Funding Source:	
	Ongoing	Time Line: January, 2003	
Nov., 2002		Feb., 2003	May, 2003

Objective/Activity <i>Goal: Resource Management</i>		Primary Person & Others Involved: Vice Presidents	
Develop and implement a long range budget plan for computer hardware and software upgrades and/or replacement		Assigned Groups: Technology Committee	
Estimated Cost:	One Time	Funding Source: General Fund; Categorical	
	Ongoing	Time Line: June, 2003 (Plan)	
Nov., 2002		Feb., 2003	May, 2003

Strategic Plan
Annual Implementation Plan 2002-2003

Objective/Activity <i>Goal: Facilities Improvement</i>		Primary Person & Others Involved: VP Finance & Administrative Services; Director of Facilities	
Develop and fund an on-going district-wide maintenance plan for buildings and grounds that demonstrates the commitment to a clean, attractive learning environment		Assigned Groups: Facilities Committee	
Estimated Cost:	One Time	Funding Source: General Funds	
	Ongoing	Time Line: January, 2003	
Nov., 2002		Feb., 2003	May, 2003

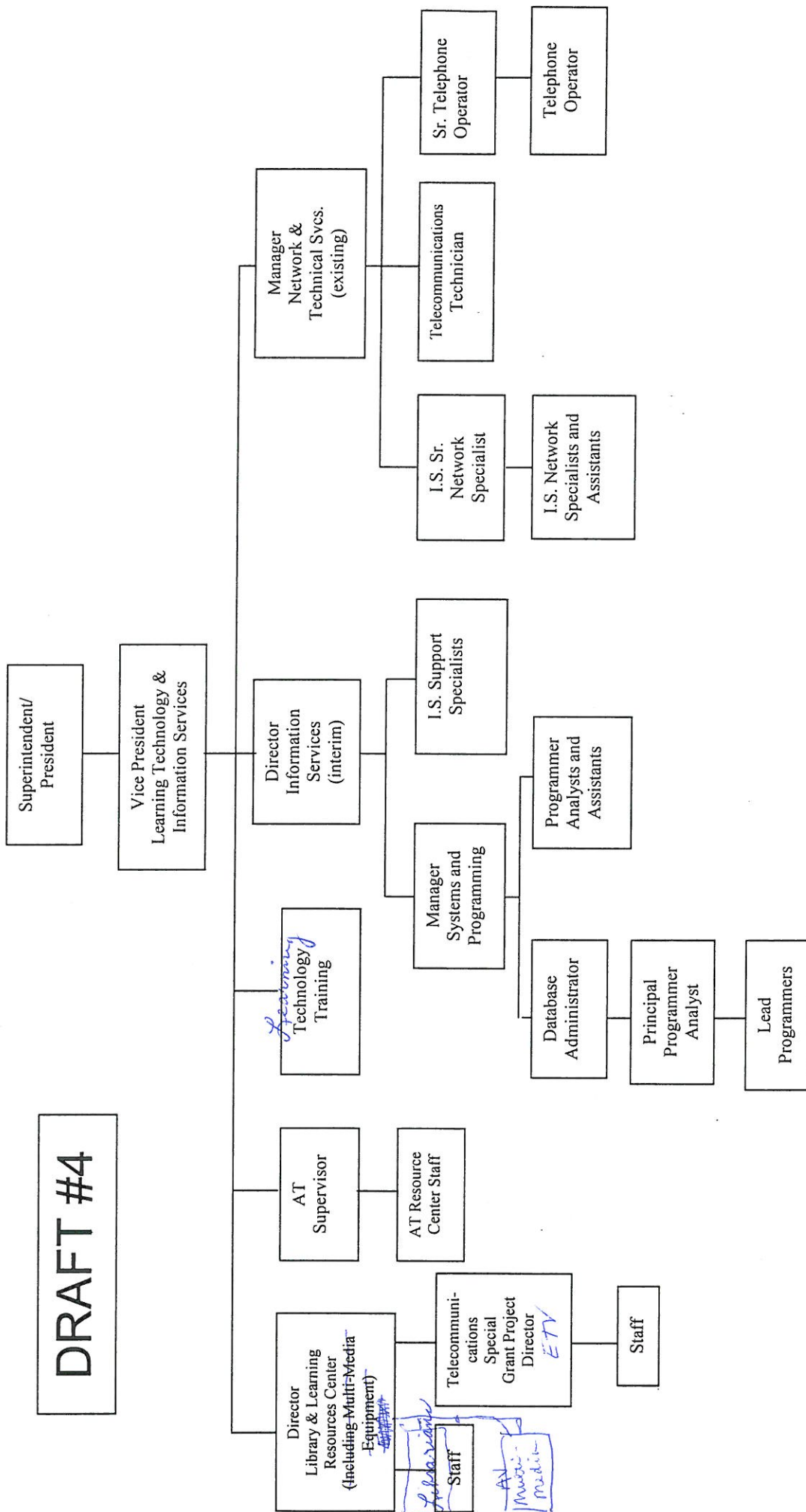
Objective/Activity <i>Goal: Facilities Improvement</i>		Primary Person & Others Involved: President; Co-chairs of Educational & Facilities Master Plan Task Force	
Complete and begin implementation of the Educational and Facilities Master Plan		Assigned Groups: EFMPTF	
Estimated Cost:	One Time	Funding Source:	
	Ongoing	Time Line: June, 2003 (Plan)	
Nov., 2002		Feb., 2003	May, 2003

**Strategic Plan
Annual Implementation Plan 2002-2003**

Objective/Activity <i>Goal: Facilities Improvement</i>		Primary Person & Others Involved: VP Finance & Administrative Services; Director/Chief Public Safety; Director of Facilities	
Develop and implement a flexible parking plan that accommodates the needs of students, faculty, staff, and the community		Assigned Groups:	
Estimated Cost:	One Time	X	Funding Source:
	Ongoing		Time Line: June, 2003
Nov., 2002		Feb., 2003	May, 2003

Objective/Activity <i>Goal: Facilities Improvement</i>		Primary Person & Others Involved: VP Finance & Administrative Services; Director of Facilities (Kelley Hudson-MacIsaac); Director & Police Chief; Director of Education Centers (Norma Bean)	
Evaluate and improve facilities-related safety and security throughout District		Assigned Groups: Safety-Security Committee	
Estimated Cost:	One Time		Funding Source: Parking Fund; General Fund
	Ongoing	X	Time Line: June, 2003
Nov., 2002		Feb., 2003	May, 2003

PROPOSED TECHNOLOGY MANAGEMENT STRUCTURE



Vice President, Learning Technology and Information Services (CTO)

Primary Function

The Vice President, Learning Technology and Information Services, is an executive administrator reporting to the Superintendent/President. The function includes Library and Learning Resources Center, Academic Technology Group, Technology Training, Information Services Department, Network and Technical Services, and related project managers. The Vice President, Learning Technology and Information Services assists all divisions and departments to promote and implement information and technology services to transform and improve all operations of the College.

Duties/Responsibilities

1. Lead the planning, development, implementation, assessment, and coordination of all Learning Technology and Information Services projects, resources, and operations.
2. Chair the Learning and Information Services Technology Planning Council.
3. Evaluate emerging technologies and recommend technology solutions for all College operations.
4. Oversee the process by which the College's Technology Plan is updated and implemented.
5. Responsible for Learning Technology and Information Services budget to ensure all areas receive the appropriate resources and training to deliver services, explore new technologies, and enhance effectiveness and efficiencies.
6. Develop and enhance strategic partnerships with industry, other colleges, schools, and vendors to further the College's technology goals.
7. Participate in all College governance councils and committees as appropriate.
8. Responsible for implementation of all software revisions and equipment upgrades.
9. Promote a learning-centered environment of creativity, innovation, collaboration, and coordination.
10. Recommend policies and procedures for all technology-related issues.
11. Maintain security systems and protocols to protect the College and the users.
12. Perform other duties as assigned.

Minimum Qualifications

1. Master's Degree from an accredited institution and five years' management experience in a learning-centered institution of higher education.
2. Experience teaching and training in an information technology area.
3. Possess knowledge of computers, networking, telecommunication, information technology, and systems analysis within the scope of academic and administrative operations.
4. Demonstrated project and budgetary management experience and ability to work in an environment with a diverse population representing various interests and perspectives.
5. Demonstrated ability to communicate effectively.
6. Sensitivity to and understanding of the diverse academic, socioeconomic, cultural, and ethnic backgrounds of community college students.

Desirable Qualifications

1. Management experience with increasing responsibility focused on the integration of learning technology and information services in higher education.
2. Knowledge of web-based integrated management systems.
3. Technology expertise to understand and articulate the impact of changing technologies on higher education academic and administrative operations.
4. Experience with technology-based state reporting protocols.
5. Knowledge of library technologies and systems.
6. Demonstrated experience in providing a strong service orientation.

DRAFT

**Palomar Community College District
Board Policy 174**

Replaces existing BP 174

The Palomar Community College District recognizes that excellence in student learning and student success requires that faculty, staff and administrators have a clear understanding of the goals of the institution as well as a commitment to achieving those goals. Additionally, the District seeks to employ highly qualified faculty and staff and administrators who are sensitive to and understand the diverse academic, socioeconomic, cultural, disability, and ethnic backgrounds of the student population in such a way that effective student learning results.

The Superintendent/President shall establish procedures for the recruitment and selection of employees including, but not limited to, the following criteria:

Academic employees shall possess the minimum qualifications prescribed for their positions by the Board of Governors.

The criteria and procedures for hiring academic employees shall be established and implemented in accordance with Board policies and procedures regarding the Faculty Senate's role in local decision-making.

The criteria and procedures for hiring classified employees shall be established after ~~first~~ affording the CCE/AFT an opportunity to participate under the Board's policies regarding local decision-making.

The criteria and procedures for hiring administrative and supervisory employees shall be established after ~~first~~ affording the Administrative Association and the Supervisory/Confidential Association, as appropriate, an opportunity to participate under the Board's policies regarding local decision-making.

Education Code Section 70902(d);

Education Code Section 87100 et seq.



S TATE BUDGET UPDATE

UPDATE # 19 ♦ SEPTEMBER 2, 2002

A status report on the actions, discussions, and rumors in Sacramento related to the community colleges' state budget for fiscal year 2002-03. This update is faxed to all Chief Executive Officers for distribution to trustees, administrators, faculty, classified, public/governmental relations officers and student leaders.

Legislature Sends 2002-03 Spending Plan to Governor

Eight weeks into the 2002-03 fiscal year, the Legislature approved an Assembly-drafted compromise budget plan Saturday that largely defers the most difficult budget decisions to the Governor or into future fiscal years. The Governor is expected to take action on the \$98 billion spending plan by Thursday, September 5.

After failing to garner support for the blueprint crafted by the Senate and passed June 29, the Assembly hastily crafted a plan to approve the budget before the end of the legislative session. The plan, which was reluctantly accepted by the Senate, relies on unidentified across-the-board cuts of up to 5% (\$750 million) and a \$681 million accounting deferral of some K-12 categorical programs. The possible cuts, to be made by the Department of Finance, and the K-12 accounting change are in lieu of any of the several tax increases that were considered on individuals (including vehicle license fees, cigarette taxes, and personal income taxes). Opposing tax increases, Republicans in the Assembly agreed to support "revenue enhancements" totaling \$2.4 billion. The package includes a two-year suspension of the net operating loss deduction for corporations, saving \$1.2 billion. However, the deduction would return in a larger form in the 2004 tax year, reducing revenues by \$1.5 billion. Other revenue enhancements included in the package increase withholding on stock options and certain real estate transactions and suspend the tax credit for teachers.

The spending plan for community colleges remains unchanged from the plan approved by the Senate (AB 425). The budget would provide a net increase in funding of \$92 million, although the funding increase does not maintain pace with enrollment growth, resulting in a \$44 reduction in funding per student. Further, the budget does not provide any funding for the \$160 million in unfunded enrollment in the 2001-02 fiscal year, and will result in a projected \$220 million deficit in enrollment funding for the 2002-03 fiscal year. The Governor is expected to make several reductions across the budget plan (rumored to be totaling \$300 million), which may or may not include cuts in community college funding.

Most budget watchers agreed that the deal was a "cease-fire" that allows threatened programs and vendors to be funded, legislators and legislative staff to be paid, and legislators to return to their districts for campaign season, but largely ignores the fundamental problems facing the state's budget. In Monday's *Sacramento Bee*, Jean Ross, executive director of the liberal-leaning watchdog group California Budget Project said, "It's really amazing. They replace real revenues with illusory budget savings. ... It certainly digs a deeper hole in the future." Ross' comments were largely echoed by *Sacramento Bee* reporter John Hill, who wrote, "The budget approved by the Assembly late Saturday does little to chip away at deficits of \$10 billion or more in coming years. In fact, its rejection of deeper cuts and permanent tax hikes may put the state farther away from the goal of balanced books than did the May budget proposed by Gov. Gray Davis."

2002-03 Community College Budget

- 3% enrollment growth
- 2% cost-of-living adjustment
- full restoration of scheduled maintenance and instructional equipment programs
- reductions to:
 - CalWORKs (-\$29 million)
 - Matriculation (-\$12 million)
 - Faculty/Staff Develop. (-\$4.2m)
 - Fund for Student Success (-\$10m)
 - Economic Development (-\$9.8m)
 - Energy Costs (-\$49m)

(pending gubernatorial approval)

		Legislatively Approved Budget Support by Funding Source			
	Estimated	Proposed	Proposed Change		
	2001-02	2002-03	Actual	Percentage	
General Fund	\$2,828,476	\$2,755,250	(\$73,226)	-2.59%	
Property Taxes	\$1,855,334	\$2,013,537	\$158,203	8.53%	
Student Fees	\$162,413	\$169,422	\$7,009	4.32%	
Lottery	\$138,089	\$138,089	\$0	0.00%	
TOTAL	\$4,975,312	\$5,076,298	\$91,986	2.03%	
State-supported FTES	1,062,142	1,094,006	31,864	3.00%	
Funding per FTES	\$4,684	\$4,640	(\$44)	-0.94%	

Source: AB 425, Department of Finance, League Staff Analysis



**COMMUNITY COLLEGE LEAGUE
OF CALIFORNIA**

As of September 2, 2002

2002-03 State Budget

(All figures are increases over 2001-02 funding levels. Only items with changes from last year are shown.)

Budget Item	2001-02 Funding Level	Governor's May Revise	Senate Budget Bill	Assembly Budget Bill	Approved by Legislature
Enrollment Growth	3% Growth	118,706,000 (3%)	118,706,000 (3%)	118,706,000 (3%)	118,706,000 (3%)
Cost-of-Living Adjustment	3.87% COLA	81,667,000 (2% Apportionment; 1.66% Categoricals)	81,667,000 (2% Apportionment; 1.66% Categoricals)	82,359,000 (2% Apportionment; 2% Categoricals)	82,359,000 (2% Apportionment; 2% Categoricals)
Scheduled Maintenance	17,000,000	49,000,000¹	49,000,000¹	49,000,000¹	49,000,000¹
Instructional Equipment	15,000,000	49,000,000²	49,000,000²	49,000,000²	49,000,000²
Tech II (TTIP)	44,300,000	24,500,000	24,500,000	24,500,000	24,500,000
CalWORKS Services	65,000,000	35,000,000³	44,000,000⁴	44,000,000⁴	44,000,000
GAIN	8,000,000	0	0	0	0
Matriculation	76,290,000	49,490,000	66,490,000⁵	57,365,000⁶	64,290,000
Faculty and Staff Development	5,233,000	0	2,000,000⁶	1,000,000⁸	1,000,000
Fund for Student Success	16,218,000	6,233,000	6,233,000	6,233,000	6,233,000
Economic Development	45,172,000	36,322,000	36,322,000	36,322,000	36,322,000
Energy Costs	49,000,000	0	0	0	0
Teacher/Reading Development	10,000,000	5,000,000	5,000,000	5,000,000	5,000,000
Nursing Program Expansion	5,000,000	4,000,000	4,000,000	4,125,000⁷	4,000,000
Net Program Change	-	102,705,000	130,705,000	121,397,000	128,072,000
Ongoing Revenue Change					
One-time Revenue Change		68,207,000	68,207,000	68,899,000	84,699,000
		34,498,000	62,498,000	52,498,000	43,373,000

Note: "Net program change" does not include several non-program funds, such as lease-revenue payments, that may be reflected in other total funding and per student comparisons.

¹ Scheduled maintenance: \$31.8 million ongoing funds; \$17.2 million one-time funds.

² Instructional equipment: \$31.8 million ongoing funds; \$17.2 million one-time funds.

³ \$15 million for CalWORKS child care services; \$20 million for student support, matched on a dollar-by-dollar basis by participating districts.

⁴ The Senate and Assembly Budget Subcommittees approved an additional \$9 million above the May Revise proposal for CalWORKS support services, using one-time funds.

⁵ The Senate Budget Subcommittee approved an additional \$17 million for Matriculation, using one-time funds; the Assembly approved \$7,875,000 in one-time funds.

⁶ The Senate Budget Subcommittee approved \$2 million for Faculty and Staff Development, using one-time funds; the Assembly approved \$1 million in one-time funds.

⁷ The Assembly Budget Subcommittee approved \$125,000 for nursing program expansion (one-time funds).