

Minutes of Strategic Planning and Allocation of Resources Committee

Held on March 30, 2017

Held in Building 6, Room 6-203

Chairs:

Kate Williams Browne, Eloisa Briones

Members Present:

Eric Brenner, Nina Floro, Filipp Gleyzer, Michelle Hawkins, Melissa Komadina, Barbara Lamson, Evan Leach, Aaron McVean, Gabe Saucedo, Karen Wong, Soodi Zamani

Members Absent:

Wissem Bennani, Jose Cartagena, Nena Darwin, Luis Escobar, Mike Fitzgerald, Kathy Fitzpatrick, Angélica Garcia, Chris Gibson, Christine Roumbanis, Linda Whitten

Resource:

Belinda Chan (Recorder), Zahra Mojtahedi

1. GENERAL FUNCTIONS

1.1. Call to Order

Kate Williams Browne called the regular meeting to order at 2:15 p.m.

2. ACTION ITEMS

2.1. Approve Agenda

Kate Williams Browne noticed an error made on agenda and requested an update. A motion was made by Karen Wong and seconded by Evan Leach to approve the March 30, 2017 Agenda with proposed change. Motion carried unanimously.

2.2. Approve Minutes

A motion was made by Barbara Lamson and seconded by Filipp Gleyzer to approve the February 23, 2017 Minutes as written. No change was made. Motion carried unanimously.

A motion was made by Aaron McVean and seconded by Barbara Lamson to approve the March 9, 2017 Minutes as written. No change was made. Motion carried unanimously with two abstention votes.

2.3. Recommendation to the CGC to not adopt the IEFI Optional Indicators

A handout of Institutional Effectiveness Framework of Indicators (IEFI) was distributed. Members may access it from the State Chancellor's website for more information at http://extranet.cccco.edu/Portals/1/InstitutionalEffectiveness/Item-2.6-IEPI_FrameworkOfIndicators_Year3_attachment.pdf.

Karen Wong, Coordinator of Institutional Effectiveness, explained that California community colleges are in the third year of the five -year \$2.5 million initiative to strengthen institutional effectiveness. In addition to access to Partnership Resource teams, potential accompanying \$150,000 grants (which Skyline received), and professional development, colleges were asked to adopt the Institutional Effectiveness

Approved Minutes

Framework of Indicators and review and adopt relevant indicators. This year there are eight college-level optional metrics, which are highlighted in yellow in the listed link above. The college will defer to the District for the three optional district- level indicators.

Karen Wong and the Institutional Effectiveness Committee (IEC) proposed not to adopt any of the eight indicators in Year 3 due to the following reasons:

- Some components are not applicable to us, and
- For those that reflect our college initiatives and priorities, the metrics as defined do not provide accurate data.
 - o Transfer Level Completion—
 - Problems with the Math metric’s definition— The metric captures degree, certificate and transfer-seeking students. However, no certificates at Skyline College require transfer level Math. In addition, very few of the local Associate’s degrees (non-transfer degrees) require QR (Quantitative Reasoning) Math.
 - Problems with the English data-- The most recent two years’ data (out of the last five years) exhibited a precipitous drop in the number of students who attained the goal. This incongruence is likely due to acceleration efforts taking place, but new Banner codes were not created to account for these newly formatted courses. By extension, it’s not clear which students were succeeding at the transfer level in accelerated courses.
 - o Median Time to Degree
 - Students may initiate or complete some of their coursework in other colleges or Districts. Making comparisons to other community colleges can become less reliable since this phenomenon of “swirling” is more prevalent at Skyline College than colleges in less urban settings who may have fewer educational options.

Michelle Hawkins made a motion not to adopt any of the eight optional framework indicators in Year 3, which was seconded by Nina Floro. Motion carried unanimously.

3. DISCUSSION/ REPORT

3.1. DCBF Update

Barbara Lamson, one of the Skyline College representatives for the District Committee on Budget and Finance (DCBF), shared some of highlights of the meeting that took place on March 21, 2017.

- Skyline College received a 2-year grant in the amount of \$1.5M; \$750K will be allocated to Skyline College for the Skyline College Promise Program and the other \$750K will be distributed among three colleges in support of the District-wide promise initiative.
- The District has extended an MOU agreement to June 2018.
- Irrevocable trust, strictly for retirement benefits, started in 1993 with a steady allocation of \$1.5/year. The money has been invested with an average return of 6% annually. The reserve has a minimum of 5% of the operation cost. Currently, the reserve is at 11%. A projected reserve in 2017/18 will be around 13%. It is the Board’s goal to increase the reserve because 5-8% reserve will only be able to cover 1 month of expenses.
- Property tax, as of March 21, 2017, has increased to 6.21%. Executive Vice Chancellor Blackwood hypothesized that the increase will be above 7%.

3.2. Update Fund 1 Tentative Budget Scenarios for 2017-2018

Handout of “Budget Simulations for 2017/18 Fiscal Year” distributed. See Appendix I. The same simulation was presented at the DCBF meeting on March 21, 2017.

- Central Services include the Innovation Fund to be allocated. Until programs or departments awarded with Innovation Fund are identified, the fund is placed in Central Services.
- FTES Goal and Load Goal are projected to have a 2% decrease per annum due to the consistent decrease annually.
- Possible solution: To encourage students to enroll full-time
- Recommendation of hiring will not be in place due to the projection is in the red.

4. NEXT REGULAR MEETING

Next regular meeting is scheduled to be held on Thursday, April 13, 2017 at 2:10 p.m. in Room 6-203.

5. ADJOURNMENT

There being no further business, Barbara Lamson made a motion, which was seconded by Filipp Gleyzer to adjourned the meeting. The meeting was adjourned at 3:17 p.m.

Minutes were approved by Members on May 11, 2017.