



Financial and Budget Planning Advisory Council (FaBPAC)
Wednesday, July 18, 2012
2:00 p.m., Board Room, 626

Minutes

Present: Kathy Kearns, Yulian Ligioso, Sabrina Drake, Galen Tom, Patrick Killingsworth, Renneé Moore, Gene Thomas, Charlene Snow, Deborah Mann, Maire Morinec, Kevin Anderson, Susanna Gunther, Jeff Lehfeldt, Jowel Laguerre, Peter Cammish, Janet Leary

A quorum was present at 2:10 p.m., and Vice President Ligioso opened the meeting.

I. July 18, 2012, Agenda: Approval

Motion (Gene Thomas), second (Galen Tom) to approve the agenda.
The motion passed unanimously.

II. June 6, 2012, Minutes: Approval

Jeff Lehfeldt requested that the minutes be amended to correct his name spelling on Page 2. Motion (Charlene Snow), second (Sabrina Drake) to approve the minutes as amended.
The motion passed unanimously.

III. Strategic Proposals—Funding Recommendations

Vice President Ligioso welcomed back Peter Cammish who began by stating the background to the strategic proposals: 39 proposals had been received requesting over \$1.3m, and sources of available funding were \$200k from general funds and \$150k each from VTEA & SB70 funds. Some of the proposals received were more relevant to and requested VTEA / SB70 funds; others pertained to and requested general funds.

Peter distributed a handout, *CTE Proposals Scoring Notes*, which listed the Career Technical Education (CTE) proposals, and he asked for VTEA / SB70 funding recommendations and a vote.

Peter's handout / spreadsheet follows:

	Budget Comp	Potential for Savings	Budget Accuracy	Funding Sources	Financial Risk	VTEA	SB70	Notes
38 Drafting Student Success.pdf	4	2	3	1	4		\$ 1,536.00	If not SB70 then use VTEA
40 Welding	1	3	1	1	4		\$11,000.00	Could fund more if more research provided
36 Drafting High School Outreach.pdf	1	2	1	1	4		\$ 4,000.00	FT Faculty must be involved
34 Academic success center	3	2	3	3	3	\$ 1,866.00		Needs delineation to help with decision to fund CTE component. Could add more if proposed embedded tutors in CTE courses
33 International	3	2	3	1	2	\$ -	\$ -	Can not fund not relevant to CTE
5 Instructional Assistant.pdf	2	1	2	1	2	\$25,000.00		Only can fund for 1 year. \$25,000 should be total including equipment
3 Promising Partnerships.pdf	4	0	4	0	2	\$13,333.00		Can not fund gifts, if the program can be funded elsewhere, VTEA will cover interns for 1 year
28 Commercial Musin prog Dev.pdf	3	0	2	1	2	\$ 3,000.00		LMA and advisory committee, should build entrepreneurship component. Would consider funding equipment based on LMA and advisory. Can not fund evaluation and construction
37 Drafting Curriculum Development.pdf	0	0	0	0	3	\$ -	\$ -	Would like to fund articulation development
24 Graphic Arts Prog Dev.pdf	3	0	0	0	1	\$ 3,000.00		LMA and advisory committee, should build entrepreneurship component. Would consider funding equipment based on LMA and advisory. Can not fund evaluation and construction
22 Pro and Ceramics Certificate Devo.pdf	3	0	0	0	2	\$ -	\$ 3,000.00	Certificate should be entrepreneurship focussed, funding for academic salary and advisory committees
15 Data Specialist AS.pdf	1	0	1	0	1	\$ 3,000.00	\$ -	LMA and comprehensive program proposal for submitted outlines
4 Career Ed Fair.pdf	3	0	0	1	2	\$ 6,500.00	\$ -	For advertising but nothing can be given as gifts. Must stipulate employer involvement
30 I Clickers.pdf								Not appropriate for CTE funding - considered under SGC
6 Internship Site Developer.pdf	3	1	2	0	0	\$ -	\$ -	Can not fund
9 Horticulture Transformation.pdf	2	0	2	0	0	\$ -	\$ -	Can not fund
11 Sports Broadcasting.pdf	4	0	4	1	2	\$ 3,000.00		LMA and advisory committee, should build entrepreneurship component. Would consider funding equipment based on LMA and advisory
1 Wildland Fire Ed Center.pdf	3	0	0	1	0	\$ -	\$ -	Largest employer is CalFire, in order for our students to be employed they must receive CalFire approve S130 and S190 training
2 Contextualized SB Program.pdf								Withdrawn
						\$58,699.00	\$19,536.00	

The group discussed each CTE proposal and vetted each against funding parameters and requirements.

Motion (Gene Thomas), second (Renneé Moore) to fund the CTE strategic proposals, as presented, via VTEA/SB70 funds. The motion passed unanimously.

There was a question from Susanna Gunther: Can these same CTE proposals come back with refined programs to request additional funding? Maire Morinec and Deborah Mann answered yes. There may be additional funds available mid-year, and as both the VTEA and SB70 funds were not fully allocated, Maire advised the group that VTEA could fund more items if the proposals were more clearly worded.

Peter Cammish stated that at the beginning of the strategic proposal process, he agreed to would keep in touch with each author and added that Deborah Mann, Maire Morinec, and he would communicate to all the amount of funding they received and the conditions for obtaining additional funds.

Peter next spoke to the proposals requesting general funds amounting to \$354k and noted these proposals had already been vetted and rated by SGC.

As only \$200k is available, discussions ensued regarding how the submitted requests could to be reduced to meet the available funding. Criteria used included emphasis on collaborative models, reducing overlap among proposals, one-time expenditures, size of requests, and concentrating on submittals addressing accreditation concerns.

Based on such criteria, FaBPAC eliminated proposals for chemistry equipment and SIEP, funding APEX, ASC, Software Upgrade, Tutor Training, Tutoring at the Centers, Autoclave, Room 305 AV Upgrade, and Anatomy Models.

The final funding of academic success programs (Umoja Scholars, Harambee Sankofa, MESA, Empowering African American Males, and Transitions Program) should be recommended under the guidance of the Academic Success Center (ASC) who can better determine areas of overlap and collaboration. \$111,237 is remaining to be shared amongst these 5 proposals. Please note that a placeholder of one-fifth of that amount or \$22,247 was inserted next to these proposals.

	Budget Comp	Potential for Savings	Budget Accuracy	Funding Sources	Financial Risk	Total	Rank	Requested Budget	SGC Total	Total Score	Total Score Rank	FABPAC Recommendation
31 APEX	3.6	3.8	3.8	3.2	3.6	18	1	\$ 9,200	16.2	34.2	1	\$ 9,200
34 ASC	3.6	2.8	3.4	2.6	3.4	15.8	4	\$ 15,252	17.7	33.5	2	\$ 10,000
13 Software Upgrade	3.6	3.4	3.6	3.2	3.8	17.6	2	\$ 10,152	15.7	33.3	3	\$ 10,152
27 Tutor Training	3.8	3	3.6	2.4	3.8	16.6	3	\$ 2,540	16.5	33.1	4	\$ 2,540
26 Tutoring at Centers	3.6	3.2	3.4	2.4	3.2	15.8	4	\$ 40,000	16.7	32.5	5	\$ 40,000
19 Umoja Scholars	3	2.8	3	2.6	2.6	14	9	\$ 69,090	16.8	30.8	6	\$ 22,247
17 Harambee Sankofa	3.2	2.4	3.2	2.4	2.4	13.6	13	\$ 34,688	17.2	30.8	7	\$ 22,247
10 Autoclave	3	2.5	3.25	2.5	2.75	14	9	\$ 10,016	16.6	30.6	8	\$ 10,016
29 Room 305 AV Upgrade	3.6	2.8	3.4	1.8	3.4	15	6	\$ 1,230	15.0	30.0	9	\$ 1,230
32 MESA	3	2.2	3.4	2.8	2.8	14.2	8	\$ 34,000	15.2	29.4	10	\$ 22,247
25 Anatomy Models	3.2	2	3.2	2.8	3.2	14.4	7	\$ 5,625	14.7	29.1	11	\$ 5,625
18 Empowering African American Mal	3.2	2.2	2.8	2	2.8	13	14	\$ 15,000	15.8	28.8	12	\$ 22,247
16 Transitions Program	3.4	1.8	3	2.8	2.8	13.8	12	\$ 15,000	14.8	28.6	13	\$ 22,247
20 Chemistry Equipment	3	2.8	3.2	2	3	14	9	\$ 73,204	13.2	27.2	14	
33 SIEP	2.4	2.6	2.4	1.6	2.2	11.2	15	\$ 20,000	11.2	22.4	15	
												\$ 200,000.00

Motion (Gene Thomas), second (Maire Morinec) to approve the proposals as outlined in the above spreadsheet. The motion carried unanimously, and this FaBPAC recommendation will be returned to SPC.

IV. Update on the Bond Process

Vice President Ligioso shared that the Board would be receiving a comprehensive update on the bond process at its July 18 meeting. MIG will be speaking to the Educational Master Plan; ARCHITECTURE/vbn will be reporting on the Facilities Master Plan; Lew Edwards will be providing an update on the outreach to date, as well as touching on the upcoming tracking survey; and bond counsel will be going over a draft resolution ordering an elections.

He reminded the group that the Governing Board would be deciding at the August 1 meeting to move forward or postpone a measure and added that the hope is to have students, faculty, staff, members of the community, and elected officials present to speak in support of the College at this meeting. Vice President Ligioso encouraged the group to attend the July 18 and August 1 governing board meetings.

V. Next Meeting

FaBPAC is scheduled to next meet on Wednesday, August 1, 2:00-4:00 p.m., in the Board Room. If it looks like there will not be a quorum, the meeting may be cancelled.

VI. Adjournment

Motion to adjourn (Jeff Lehfeltdt), second (Galen Tom) to adjourn. The motion passed unanimously, and the meeting adjourned at 3:57 p.m.