PLANNING & BUDGET COMMITTEE (PBC) MEETING
Compton Community College District
March 10, 2015 – 2:00 pm – 3:00 pm
Board Room

MEMBERS PRESENT

_x_ Trish Bonacic   ___ Dr. Billie Moore   ___ LaVetta Johnson   _x_ Nancy Sepulveda
___ Dr. Rodney Murray   ___ Miguel Ornelas   _x_ David Simmons
_x_ Carmela Aguilar   _x_ Dr. Jose Villalobos

OTHERS ATTENDING: Felipe Lopez, Eric Mendoza, Armando Ruiz, and Barbara Perez

Handouts

- CCCD/El Camino College Compton Center 2015-2016 Overarching Priorities

I.   Call to Order

The meeting was called to order at 2:10 p.m. by Trish Bonacic.

II.   Approval of Minutes

The minutes of December 9, 2014 were approved: Mr. Simmons moved approval of the minutes. Ms. Sepulveda seconded the motion. The motion passed unanimously.

III.   Overarching Priorities

Mr. Lopez provided a copy of the handout for the 2015-2016 Overarching Priorities. He mentioned that the overarching priorities are a starting point of the budgeting and planning process. He asked the group to review the list and make comments. A question and answer session followed.

1. Increase Student Enrollment by 5%. – Mr. Lopez stated that this is the most important. Currently, the District is not growing. In the 2015 budget we eliminated growth. Originally we had a two percent growth rate in the 2015 budget. It is good that we did, as it could obscure our realistic revenue projections. He stated that our FTES was slightly over 5,800 FTES and we were budgeting 6060 FTES; we are way below. We will have to continue to borrow from our summer to get us to status quo. The state provides us with growth dollars; however, if we do not grow we will not be able to receive this money. The Chancellor's Office will reallocate the funding back into the system and redistribute it to those who are actually growing.

Mr. Lopez stated that there is a new growth formula/calculation for how we are funded. It allows you to grow a certain percentage based on a number of facts, such as how many BOG fee waivers we have and how many students are on Financial Aid. If we are granted the ability to grow two or three percent and we do not increase in size then we lose that potential additional funding.

Mr. Lopez mentioned that two of the ways to increase student enrollment are through the collaboration with the Early College Program and cosmetology. The District is working with the City of Compton to secure a location for a long-term lease for the Cosmetology Program. It would be offered differently than in the past, when the services were contracted out. The Cosmetology Program will be operated in-house and the District will hire the instructors to run the program. Another way to grow is through continued outreach to the high schools.

2. Support El Camino College Compton Center Accreditation. - Mr. Lopez stated that the Application for Accreditation Eligibility was submitted on January 25, 2015. The Commission's meeting is scheduled for June, 2015 and hopefully we will know by early July if the application has been accepted. If the application is accepted, we will move into a candidacy mode and will have two years to submit a Self-Study. He indicated that we worked in conjunction with El Camino approximately a year and a half ago on its Self-Study and have a good start; however, it will require a great deal of work to achieve a Self-Study that will be successful.

3. Ensure that Student Success activities are coordinated and support the El Camino College Institutional Standards. *Related Strategic Initiative: B - Student Success & Support.*

4. Develop and maintain partnerships with local school districts and community organizations. *Related Strategic Initiative: D – Community Responsiveness.* – Mr. Lopez mentioned that this goes back to the Early College Program that will be implemented.

5. Continue to implement the Planning and Budget Process. *Related Strategic Initiative: E – Institutional Effectiveness.*

6. Improve facilities to support student learning and success. *Related Strategic Initiative: F – Modernization.* - Mr. Lopez stated that Mr. Ramos will present on this topic today. He mentioned that the audio/visual support services in Math-Science will be upgraded.

7. Enhance communication with students, employees, and the community. *Related Strategic Initiative: C & D – Collaboration.*

8. Support Professional Development opportunities for employees. *Related Strategic Initiative: A – Student Learning.* – Mr. Lopez stated that over the next couple of years accreditation workshop/training will be offered to get us up to speed on the requirements, so we can better prepare for site visits.

- Mr. Simmons asked how the list was developed. Mr. Lopez replied that it was developed in consultation with the CEO and the Vice President.

- Ms. Bonacic stated they were tying them to the strategic initiatives that had been established. She stated that one of Ms. Graff's comments was that on number 3, we should change "set standards" to "effectiveness outcomes." The outcomes are a broader umbrella over the standards. Ms. Bonacic provided a handout from Ms. Graff, suggesting that the Strategic Initiatives be in alignment with each of the 8 areas. Ms. Graff indicated that if they were in perfect alignment it would work better and be easier for the ACCJC to see that the Strategic Initiatives were used as a primary linkage when it comes to plans, budgeting, and decision-making, and these priorities have related measurable objectives.

- The Strategic Initiative is italicize at the end of each overarching priority.

- Ms. Aguilar asked if number 1 for student enrollment meant head count or FTES. Mr. Lopez stated he hoped it meant FTES because that is the bottom line. Ms. Aguilar asked when a student applies to this institution but then takes classes at the Torrance Campus, who receives the FTES for the classes? Mr. Lopez responded that it depends on where the student registers and the individual has the option to choose his home school. So, if he chooses Compton and attends both campuses, Compton will receive the FTES. It is set forth in the application process. Ms. Bonacic mentioned that if a student forgets to check the box, then the student is automatically defaulted to El Camino. She stated that this is impacting the categorical programs like CalWORKs, EOP&S, and Financial Aid. Ms. Bonacic asked when FCMAT will be here. Mr. Lopez replied the week of March 23-27, 2015 for Finance. FCMAT will also be here the week of March 30 through April 3, 2015 for Facilities. While they are here, they will look at the PBC, Consultative Council and other committees. FCMAT will attend the Board Meeting on March 24, 2014. Mr. Lopez stated that he would take the handout back and share it with the CEO and the Vice President.

IV. Technology Committee Presentation

Mr. Ramos provided a presentation of the Compton Community College District Infrastructure &Wi-Fi Project - Technology Analysis and Proposal. A question and answer session followed.

1. **Step one: perform an assessment of the campus network**
   - AT&T conducts a comprehensive analysis of the Technology Infrastructure at the district
   - Network Assessment
   - Security Analysis

2. **Network Assessment**
   - Purpose of the Assessment
   - Assessment Process
   - Locations and Technology Reviewed
   - Results of the Assessment

3. **Security Analysis**
   - Purpose of the Analysis
   - Analysis Process

- High Level Finds
- Results of the Analysis

4. **Step two: proposed solution**
   - Core and Edge Upgrades
   - Replace Routers
   - Upgrade Security Devices
   - Wireless/Wi-Fi LAN Solution
   - Cabling Replace/IDF Upgrades
   - Yearly Maintenance

5. *Data Infrastructure*
   Infrastructure Upgrades
   - Core Upgrades - Nexus 7000
   - Switch Replacements/Additions
   - Replace or Install Cabling - Refresh IDF's
   Security
   - Perimeter Upgrades
   - Interior Additions
   - Benefits

6. **Campus Wi-Fi Installation**
   Comprehensive Aruba Wireless LAN solution
   - Over 180 Aruba AC-rated Access Points
   - ClearPass Access Control
   - Airwave Network Management

7. Cost Breakdown

Item:	Cost:
Core Upgrades	$614,270
Edge Switching	$1,293,539
Routing	$33,649
Security	$373,628
Wireless	$342,224
Cabling/IDF Upgrades	$574,964
Maintenance	$754,754
Spare	$90,412
Total Cost of Project	$4,077,440

8. **In Summary**
   Who? and How long?
   - MIS
   - AT&T
   - Aruba
   - West Coast Cable
   Overall expected duration of the project is 4 months from the time of kick-off.

Mr. Ramos stated that the District asked the MIS department to take a closer look at the Wi-Fi on campus. He stated that as an enterprise solution over the last few months they had the opportunity to work through some of the steps to get a better

understanding and clearer view of what resources we actually need to implement a Wi-Fi project overall on campus. He stated that the District had dated infrastructure here and simply adding a Wi-Fi to the infrastructure would cause some problems. The MIS department has been looking into this in combination with AT&T. We took a closer look at what it would take from a network standpoint to a security standpoint in bringing Wi-Fi on campus. Some of the pieces that were looked at were the network, data communication and equipment. AT&T did an assessment of the network. The assessment looked at the switches, cabling infrastructure, the pieces that would be impacted by the security, and where the Wi-Fi would be implemented. Location and technology were reviewed as well. The location of the Wi-Fi would determine what technology would be proposed and what we could implement. As a result AT&T came back with a guideline for all the things that needed to be addressed and what it would take to implement a project of this caliber.

Mr. Ramos stated that Wi-Fi is one of those technologies where radio frequencies are out there on the air. AT&T was brought in to look at the security needs to be addressed, such as fire walls, and limitations in the network on the student or staff. As part of the analysis they are proposing key areas to look at and the replacement of equipment as needed. Many of the pieces of equipment that we have in the network today are reaching the end of their life, and manufactures are not going to support them after a certain date. The router has expired as well and needs to be replaced. AT&T recommended that the routers be replaced not just locally, but in the voice system as well.

The upgrade and security will give us better knowledge of what is happening on the Wi-Fi. We will be able to understand what users may be doing on the network that we cannot see today, whether they are downloading information, uploading information, or whatever, so that we can have some cognizance of what is going on at the secured site.

The LAN solution in the proposal went into the specifics of what would be needed. What we are addressing here is a commercial, integrated, infrastructure that can address local connectivity and support student functionality with all departments.

Cabling is also an issue, as a lot of what we found in the row buildings is outdated and is at a point that it is not going to work in a stable situation. As we address the Wi-Fi Project we also have to address how cabling will work.

The CORE upgrades represent multi pieces of hardware and software. It is being replaced by something that will give us the capacity for the Wi-Fi but also leverage us for the capacities for other capital project moving forward.

Mr. Ramos stated that maintenance represents both our core, edge, and wireless needs over a five year period. Mr. Lopez stated that there would be some general fund impact. The original presentation that was done only had a one-year maintenance cost of $175,000 annually. So, working with AT&T we went back and stated that we wanted something a bit more long term. AT&T proposed a three or five year maintenance. The three year maintenance would save us approximately $60,000 and with a five years maintenance plan, we will save $115,000 and would receive a discount. The network is a one-time expense for the bond. However, the

maintenance agreement would come from the general fund after five years, as an ongoing expense.

Ms. Aguilar asked when kick-off will be. Mr. Lopez stated that we have not gotten that far. He hopes to take the item to the Board on March 24, 2015. If approved, kick-off will commence the following week or on April 1, 2015. Ms. Aguilar asked when we will begin to knock down the row buildings. Mr. Lopez responded, not for another year at least. Ms. Aguilar asked if this will result in an added cost. Mr. Lopez replied no, the new Wi-Fi is portable.

Ms. Sepulveda asked where the funding is coming from. Mr. Lopez replied Measure CC.

Ms. Bonacic asked during the four months period whether work flow will be impacted? Mr. Ramos replied, yes. Mr. Lopez stated he and Mr. Ramos will work on the deployment list. Ms. Bonacic asked how it will impact our relationship with the Torrance campus. Mr. Ramos stated that it will not have an impact.

Dr. Villalobos stated that at the Consultative Council the cost for the new computers was $3.5 million and now it is approximately $4.1 million. Mr. Lopez stated they upgraded the maintenance. He stated that during the Consultative Council meeting the maintenance agreement was for one year and now it has been upgraded to five years. Mr. Lopez stated that he would like to project that the project will be completed by June 30, 2015.

V. Adjournment - The meeting adjourned at 3:11 pm.