



**PLANNING & BUDGET COMMITTEE (PBC) MEETING
MINUTES,**

Facilitator: Dr. Abiodun Osanyinpeju

Recorder: C. Edwards

Date of Meeting Recorded: May 24, 2022, 1:00 pm – 2:00 pm

Location: Zoom

<p>Vision Compton College will be the leading institution of student learning and success in higher education.</p>
<p>Mission Statement Compton College is a welcoming and inclusive community where diverse students are supported to pursue and attain student success. Compton College provides solutions to challenges, utilizes the latest techniques for preparing the workforce and provides clear pathways for completion of programs of study, transition to a university, and securing living-wage employment.</p>

<u>PRESENT</u>		
<u>X</u> Jose Bernaudo	<u>X</u> Amber Gillis	<u>X</u> Dr. Abiodun Osanyinpeju
<u>X</u> Keith Cobb	<u>X</u> LaVetta Johnson	<u> </u> Eboni Trapp
<u>X</u> Lorena Fonseca	<u>X</u> Janette Morales	<u>X</u> Dr. Jose Villalobos

OTHERS ATTENDING: Dr. Abdul Nasser, Dr. Lauren Sosenko, Dorrett Lambey, and Owen Yu

Handouts

- 2022-2023 Compton College Goals
- 2022-2023 Tentative Budget

Meeting Minutes

I. Call to Order

The meeting was called to order at 1:05 pm by Dr. Abiodun Osanyinpeju.

II. Review of Minutes

- The minutes of April 26, 2022, was approved by Mr. Bernardo, Ms. Johnson (moved/seconded). The vote was 7 in favor, zero opposed, and 0 abstentions. The motion passed.

III. College Goals

Dr. Sosenko provided an overview of the 2022-2023 Compton College Goals. A question-and-answer session followed.

1. Implement Tartar Completion by Design to ensure all students complete more quickly with fewer units, transfer, or are employed in their field of study^[1].

- a. Partner with Achieving the Dream, Inc. to support improved teaching and learning through professional development and improved data use, including disaggregated data used to inform equity-minded practices campuswide.
 - b. Increase capacity and skill level among all faculty for online/remote instruction; strengthen and evaluate the Distance Education program at Compton College.
 - c. Enhance online student support services for Compton College students.
 - d. Monitor 504/508 concerns and implement Universal Design across all institutional services campuswide.
 - e. Support the AB-705 Seymour-Campbell Student Success Act of 2012: matriculation: assessment at Compton College. Continue innovation in supporting student success in English and math while evaluating and refining current programs.
 - f. Implement and evaluate Directed and Focused Pathways to Completion (Guided Pathways). - Added
 - g. Coordinate and evaluate student success activities as they relate to the Student-Centered Funding Formula.
 - h. Sustain basic needs resources (e.g., housing, food, mental health, technology, and transportation) for Compton College students through the Tartar Support Network.
 - i. Implement a Cooperative Work Experience Plan for Compton College.
 - j. Support eLumen as the learning outcome and planning repository for the college. Disaggregate learning outcomes. – On earlier draft.
2. Grow enrollment to 3,750 Full-Time Equivalent Students (FTES) for the 2022-2023 year.
 - a. Grow enrollment through the implementation of the Compton College 2024 Enrollment Management Plan.
 - b. Implement the 2022-2023 Outreach and Recruitment Plan.
 - c. Complete the Adult Strategic Enrollment Plan that aligns with the Compton College 2024 Enrollment Management Plan and the 2022-2023 Outreach and Recruitment Plan. - Added
 - d. Offer 1,431 course sections during the 2022-2023 year with 65% fill rate of all sections offered.
3. Complete all Compton College Accreditation efforts.
 - a. Implement the Institutional Self-Evaluation Report (ISER) timeline and complete the ISER draft for vetting by all constituent bodies to ensure on-time submittal to ACCJC by August 1, 2023.
 - b. Create an intentional link between institutional standing committees and the accreditation standards.
4. Continue to improve facilities to support student learning and success.
 - a. Prioritize scheduled maintenance/site improvements for Compton College to ensure the health and safety of students and employees.
 - b. Complete capital outlay construction projects: Instructional Building 2 and the Student Services Building.
 - c. Monitor the planning for the Vocational Technology Building Renovation, the Math/Science Building Renovation, and the new Performing Arts Complex.
 - d. Begin construction on the new Physical Education Complex.
 - e. Continue to explore potential student residential housing options on the Compton College campus.

- f. Establish a published daily cleaning schedule.
5. Continue to develop and enhance partnerships with schools, colleges, universities, businesses, and community-based organizations to respond to the educational, workforce training, and economic development need.
 - a. Establish partnerships with businesses and community partners to support Compton College program development in high-demand areas.
 - b. Continue to implement the College Futures Foundation funding that supports guided pathways, dual enrollment, opt-out scheduling, block scheduling, and aligned associate degree for transfer pathways at Compton College.
 - c. Have a fully operational Foundation for the Compton Community College District that meets the needs of Compton College and Compton College students.
 - d. Increase participation among the College Promise programs with Lynwood, Paramount, and Compton unified school districts.
 - e. Increase faculty voice in communication with dual enrollment partners, including faculty-to-faculty dialogues.
 - f. Implement the California Volunteer Grant with the Californians for All College Corps Program. - Added
 - g. Establish and/or enhance partnerships with four-year colleges/universities, including University of California, California State Universities, Historically Black Colleges, and universities (HBCUs), Hispanic-serving institutions (HSIs), and private colleges/universities.
 - h. Establish the Community College Center for Educational Justice and Transformation.
 - i. Maintain active participation in the California Virtual Campus Online Education Initiative (CVC-OEI). - Added
 6. Create a stronger sense of connection among employees, students, college, and the community.
 - a. Develop and implement new action items related to the “new normal” within the context of COVID-19, student success, and employee well-being.
 - b. Enhance stakeholder engagement in decision-making; further refine how to operationalize collaborative governance at Compton College.
 - c. Implement and evaluate Diversity, Equity, Inclusion, and Accessibility (DEIA) activities, including the Compton College Response to the Chancellor’s Call to Action.
 - d. Support and champion equity-minded practices designed to engage traditionally marginalized groups, including but not limited to men of color, LGBTQ+, persons with disabilities, and foster youth.
 - e. Increase student engagement in campus events and programs among all students.
 - f. Continue to enhance communication with students, employees, and the community in alignment with the Achieving the Dream, Inc. partnership.
 - g. Focus Professional Development Days on activities designed to increase community engagement and camaraderie, inclusive of staff, faculty, and administration.
 - h. Conduct annual needs assessment about faculty and staff professional development, including technology needs.
 - i. Continue to develop and be responsive to the Compton College employees’ professional development needs in alignment with the Achieving the Dream, Inc. partnership.

7. No audit findings

- a. Create and implement an action plan to improve fiscal business processes that reduce audit findings. - Added
 - b. Complete the annual audit in a timely manner. - Added
8. Implement recommendations from the Fiscal Crisis and Management Assistance Team (FCMAT) 2022 Report
- a. Implement action plan activities to ensure fiscal health of the institution. - Added

The motion to approve the updated 2022-2023 Compton College Goals **was** approved by Mr. Cobb, Ms. Johnson (moved/seconded). The vote was 6 in favor, zero opposed, and 1 abstention. The motion passed.

Ms. Johnson inquired about the annual audit and what has been happening. She inquired if the audit was not finished in a timely manner, is this something that we are supposed to work on? Dr. Sosenko commented that she would defer that question explicitly to Dr Nasser when he returns. However, it was her understanding that we were able to have those processes done in a timely way. It helps us because if there are any issues identified in the audit, it helps us put in a corrective action earlier for the next year.

Mr. Bernaudo mentioned that he saw something in the Fiscal Crisis Management Assistant Team (FCMAT) report and would like to know if it includes layoffs of Classified or Certificated staff? Dr. Sosenko commented that it would not. She mentioned that the action plan for this report is to start monitoring different budgets related to when our Hold Harmless goes away. So, when our work for the law was not requiring us to meet the Fifty Percent Law, eventually we are going to put an action plan together as we are moving towards that date. She mentioned that she thinks we meet the Fifty Percent Law. Those were some suggestions to evaluate our spending and budget to make sure that we are going to meet all the requirements as the Hold Harmless window starts to close. Another item that Dr Curry is taking very seriously is instituting a hiring freeze outside of the faculty hiring that is going to continue for the 2022-2023 year. There are faculty positions that are moving forward. However, we are reviewing the Annual Planning Process where there are staff recommendations including adding staff positions and it to be aligned with the report. We are not moving forward with permanent hiring. The **follow** that report and recommendations as we work towards getting sustainable without the whole timeline.

Mr. Bernaudo asked if there is any plan to close or reduce Academic Programs. Dr. Sosenko stated that there are no plans to close or reduce programs.

Ms. Lambey wanted to comment on Ms. Johnson's question regarding the annual audit completion and indicated that we do have a deadline of December 15th. So **difficult** to have our audit done for the last couple of years due to the pandemic, we have been getting an extension to the end of February 20th. She mentioned that number seven **of the college goals** that there were no audit findings.

Dr. Osanyinpeju indicated that it does not have action word, like the other ones - to implement complete, and ensure. **It's** kind of different from the other ones. Dr. Sosenko stated that she fully appreciates Dr. Osanyinpeju reflection on the parallel structure. She mentioned that she will have to do edits on that one and will work with our practice to make that parallel.

Dr. Villalobos commented that number six will make a stronger sense of connection among employees. How **is** this going to be measured? Dr. Sosenko indicated that we are working on a

revised Climate Survey for the College. We will not be implementing it until next fall. The reason we had a slight delay is because we then joined another partnership with USC to do a Climate Survey related to racial equity with Dr Sean Harper. But unfortunately, when we received that report back, they surveyed our students, it was an exceedingly small response. It focused on racial equity, which is great, but we thought that it would help us measure this sense of connection. However, it was more general. The Climate Survey would be important, we are working on it right now. My team is revising the existing climate survey and we will be implementing it in the fall.

Dr. Sosenko said it has items for students, faculty, and staff. It has items that asked “Do you feel close to someone else on campus”. “Do you feel safe on campus?” We will make sure that there are items that helped directly measure connection.

IV. Annual Plan Recommendation Update

Dr. Sosenko mentioned that we are implementing our Annual Planning Process outlined in our Board Policy for the Planning and Budget Calendar which she placed in the link in the chat.

Dr. Sosenko indicated that we received 297 recommendations from across the campus for next year and will have to be prioritized. They go from Program Plans to Unit Plans from Unit Plans to Area Plans. Those areas are Student Services, Academic Affairs, President's Office, which includes Community Relations and Institutional Effectiveness, Administrative Services, and Human Resources. The Academic Senate also has an Area Plan and Guided Pathways. So, we have taken all those plans and put them together and prioritized across the campus.

Dr. Sosenko commented that she was hoping to have the final rough prioritization for you today. Unfortunately, she is a couple of days shy of finalizing that and will have that for next time. We have \$250,000 budgeted for this process and there are recommendations that will be funded. She mentioned that we are looking at other funding sources. The 250,000 is from our general fund, but through this Annual Planning process, we looked at every single recommendation and we looked at other funding sources. For example, in our prioritization we have identified funds that have to do with the transaction that has dollars left that we can fund items. We have Outreach and Retention state monies, American Rescue has dollars with Capital Outlay, Scheduled Maintenance, Bonds money, other indirect and Instructional Equipment and Lottery. Then there are other grant funds that we considered Student Equity and Achievement. Strong Workforce, Adult Education and Guided Pathways are a few grants that is declining. So, the state money is only going to award about a third of what it has awarded in the past. Other grant monies, such as Student Equity and Achievement are getting a little bump in the May revise from the Governor. There is going to be a little bit of an increase on Student Equity and Achievement.

Dr. Sosenko indicated that we are reviewing those budgets as well, right now, they are looking at how much carryover we have, what their anticipated allocation will be, what types of ongoing funds do they anticipate for next year, and then what remaining funds might be available for funding through the Planning Cycle. We really tried over the last three years to be mindful of funding across the campus by going through this process and through this prioritization process. She mentioned that we are in a good place right now and being able to make these links to all these other funding sources. She thinks it is helpful and useful and encourages transparency through the Planning Process.

Dr. Sosenko commented that the next time we meet she will have the final feedback report, which takes every recommendation, whether prioritized or not and why. If it was prioritized and the funding source that is recommended.

V. 2022-2023 Tentative Budget Assumptions

Ms. Lambey provided a presentation of the 2022-2023 Tentative Budget Assumptions. A question-and-answer session followed.

The President/Chief Executive Officer recommend the following 2022-2023 Tentative Budget Assumptions.

- I. Organization The 2022-2023 Compton Community College District Tentative Budget Assumptions reflects information available currently from the California Community Colleges Chancellor's Office, Governor's Proposed Budget, and District Management.
- II. Unrestricted General Fund Budget Guidelines
 - A. Estimated beginning balance: \$18,039,117 (2022 Estimated Ending Balance)
 - B. Estimated revenue including state and local sources: \$47,312,000
 - C.
 - D. Budget the General State Apportionment based on generation of 5,980 FTES (Hold Harmless)
 - E. Offering 1,431 sections for the 2022-2023 year.
 - F. Cost of Living Adjustment (COLA) increase: 6.56% (Governors Budget Proposal)
 - G. Budget for the GASB "pay as you go" costs for Retiree Benefits: \$600,000 (Estimate based on annualized 2022 actual costs)
 - H. Pension contributions: Public Employee Retirement System (PERS) employer contributions at 25.37% and State Teachers Employee Retirement System (STRS) at 19.10% (Chancellor's Office Analysis of January).
 - I. Unemployment Insurance at 0.5% (LACOE Estimate)
 - J. Budget for projected utility increases of 1%.
 - K. Budget to fill the following full-time faculty positions:
 1. American Sign Language
 2. Anatomy/Biology
 3. Art
 4. History/Ethnic Studies
 5. Sociology
 6. Spanish
 7. Theater Arts
 - L. Budget to transfer the following full-time staff positions in **the** Information Technology Department from the Compton Recovery Fund to the Unrestricted Fund (\$185,000).
 1. Business Analyst
 2. Helpdesk Supervisor
 - M. Budget for the following one-time Augmentations/Enhancements (\$905,000):
 1. Enrollment Management Plan (\$600,000)
 2. Budget Augmentations and Enhancements (\$250,000)
 3. Summer Enrichment Activities (\$55,000)
 - N. Budget for Line of Credit debt expense of \$1,681,841, which includes a one-time augmentation of \$500,000.
 - O. Budget for Other Postemployment Benefit (OPEB) contribution of \$850,000, which includes one-time augmentation of \$600,000.

- P. Budget for the California Public Entity Pension Stabilization Fund (PERS/STRS) contribution of \$200,000.
- Q. Reserve the following expenditures from the ending balance (\$4,450,000):
 - 1. Compton College Enterprise Resource Planning System (\$3,700,000)
 - 2. Compton Community College District Personnel Commission (\$400,000)
 - 3. One-time augmentations for future Compton College Fire Academy equipment (\$350,000).
- R. Budget for an inter-fund transfer out:
 - 1. Transfer \$400,000 to the Property & Liability Fund to pay **the** cost of property and liability insurance.
 - 2. Transfer \$150,000 to the Child Development Fund to support the operational costs for the Child Development Center
 - 3. Transfer \$1,300,000 to the Capital Outlay Fund to pay for Computer Equipment Replacement
 - 4. Transfer \$300,000 to the Capital Outlay Fund to pay anticipated additional cost for the Visual & Performing Arts Replacement Project.
 - 5. Transfer \$3,000,000 to the Capital Outlay Fund to pay anticipated additional cost for the Physical Education Complex Replacement Project.
 - 6. Transfer \$150,000 to the Capital Outlay Fund for Student Housing California Environmental Quality Act (CEQA) Study

Ms. Edwards asked where is the Cost-of-Living Adjustment (COLA) money going. Ms. Lambey responded that the COLA money will go into all the grants that we are getting. Ms. Edwards inquired if COLA would equal two grants? Ms. Lambey replied that everything has increased and the government is acknowledging that the cost of different things that the grants are going to pay for has increased. Mr. Bernaudo stated that the basic truth is that COLA does not mean it goes directly to the employees. Ms. Lambey replied, correct. Mr. Bernaudo stated that you can I say I do not know if it is meant to go to us or not, but from what he understood the district does what it wants to do with that money if I am not wrong. So, it is up to the Federation to argue for salary increases. Their argument will say that **it** should go to Classified and Certificated. Ms. Johnson indicated that the district says it covers our benefits, so they utilize that money for that as well. Ms. Lambey mentioned that everything is going up, and that the Community Colleges are one of them and there is a process that that the Colleges must go through with the unions.

Ms. Morales mentioned that the Federation would have brought this to the table and have done this, but, as we know, it has not. The district as you know, will do whatever he wants. Dr. Villalobos agreed. Ms. Lambey mentioned that discussions are held and of course, the Union must be a part of the negotiations.

Ms. Morales asked where is COLA applied? Does it include the items listed here under Section two? Ms. Lambey stated that it does not specifically **show** where it is being applied. The College has specific agreement that takes care of where it goes into and for what. So, when we were talking about the budget like we are doing now, and the grant must pay out for certain things. We know that the prices are going to change because of the information, and this is where that is taken into consideration. Ms. Edwards clarified that Ms. Morales wanted to know the names of the grants that will be funded under COLA.

Ms. Morales asked where is COLA going towards? Ms. Lambey indicated that it is going on behalf of the grant. Then we are going to be hit with increases, so it is, not to say that it goes to some, and it is not going to our guys, it is all about global effect.

Dr. Osanyinpeju mentioned that he thinks it **is** part of the planning. That is where the district can jack up the numbers and be able to see what we are doing for this one and for what we are going to use it. Dr. Villalobos stated that it would be nice to know where exactly because the other people always have an idea. Our salaries are not increasing, **but** everything is increasing. So, if they do not want a us to complain all the time, it would be a particularly clever idea to say where COLA is placed. Dr. Villalobos indicated that we do not have time to investigate twenty different grants. People are not going to be happy when COLA is being placed somewhere else when it should go to them. It must be negotiated. Ms. Morales says she is requesting accountability. Dr. Osanyinpeju mentioned to Ms. Lambey that this issue should **be** forwarded to Dr Nasser.

There was an in-depth discussion regarding COLA.

The motion to move the 2022-2023 Tentative Budget Assumptions was approved **by** Ms. Gillis, Ms. Johnson (moved/seconded). The vote was 3 in favor, 0 opposed, and 4 abstentions. The motion did not pass.

VI. Adjournment

The meeting adjourned at 2:03 pm.