

Summary
March 21, 2017

Present: Marshall Alameida, Yolanda Bellisimo, Becky Brown, Will Coley, Patrick Ekoue-totou, Jon Eldridge (Co-Chair), Lisette Flores, Sarah Frye, Peggy Isozaki, Christina Leimer, Christine Li, Sara McKinnon (Co-Chair), Karen McSween, Lisa Morse, Nancy Willet, Christopher Yang,

Absent: Greg Nelson

Guests: Barbara Bonander, Ryan Byrne, Tonya Hersch, Stacey Lince, Lori Moraca, Beth Patel, Kathleen Smyth, David Snyder, Cari Torres

Agenda

The Agenda for this meeting was approved.

Tech Plan Discussion – Continuation/Resolution

Highlights of discussion:

- Importance of incorporating the findings of the recent campus tech survey into any Tech Plan
- Determining how to best operationalize vision and priorities
- Leveraging of resources
- Need for larger strategic plan vs. specific activities plan

The Co-Chairs will meet with the TPC for further discussions and report back to PRAC.

Program Review Presentations:

Arts and Humanities – David Snyder

Funding Requests:

Instructional Equipment	Under \$500	Budget Augmentations	Miscellaneous	Units/Staff	Technology
<ul style="list-style-type: none"> • Fine Arts: \$73,154 • Performing Arts: \$89,341 • Communication: \$84,500 • Total: \$246,995 	<ul style="list-style-type: none"> • Fine Arts: \$10,900 • Performing Arts: \$15,195 • Communication: \$4,100 • Total: \$30,195 	<ul style="list-style-type: none"> • Fine Arts: Annual Equipment Repair & Maintenance budget: \$4,000 • Music: Instructional Supplies: \$10,000 • Total: \$14,000 	<ul style="list-style-type: none"> • English: additional funding for Writing Center • Music: Classroom remodels, especially PA 75 & practice rooms • Replace boards in Music classrooms 	<ul style="list-style-type: none"> • Music: 9 TUs (Music 106, 108, 180) • (Writing Center: 16 TUs) including summer coordinator • (French 108A/B, 110/112/114: 3) • (Spanish 108A: 3) • (Spanish 203HB: 6) • (Spanish hybrid/DL courses: 6) • Total: up to 44 	<ul style="list-style-type: none"> • Architecture: Rhino 3D 30 seat license renewals (3 yrs.): \$1,000 • Architecture: 30 software license renewals: \$750 • Music: 10 Finale 2016 licenses: \$3,500 • Drama: QLab4 AV software license for JD & Studio Theatres: \$819 • Fine Arts: Updated AV systems in classrooms: \$10,000 • English: additional computer classrooms • Total: \$16,069+

College Skills/Basic Skills Programs, Distance Education, ECE/CDP, and OIM/Articulation – Cari Torres

Funding Requests:

- College Skills:
 - English Skills full-time hire: \$110,000 (salary and benefits)
 - Administrative Assistant permanent increase in FTE: \$24,000 per year (salary and benefits); currently funded by categorical funds
 - *Total for department: \$135,000 starting in 2017-2018*

- Distance Education:
 - Instructional Technologist to Instructional Designer: \$12,000 for increase in salary per year
 - *Total for program: \$12,000 starting in 2017-2018*
- Articulation:
 - Articulation Officer/Transfer Counselor full-time hire: \$110,000 (salary and benefits)
 - *Total for position: \$110,000 starting in 2017-2018*

Kinesiology and Athletics – Ryan Byrne

Director of Kinesiology and Athletics				REQUEST			Category and Notes
				2016-17		2017-18	
Account	Examples	Fiscal Year Ado. Budget	Adj. for Next FY Budget	Current FY Budget	INCREASE	Adj. Budget	
Organization 22501 -- Athletics							
Major Object 40 -- Supplies And Materials							
43000 -- Physical Education Supplies	Kinesiology Supplies & Equipment	\$ 28,200.00	\$ 28,200.00	\$ 28,200.00	\$ -	\$ 28,200.00	
45100 -- Non Instructional Supplies	Laundry and Office Supplies	\$ 1,000.00	\$ 3,000.00	\$ 1,000.00	\$ 2,000.00	\$ 3,000.00	1 - Laundry Supplies
Major Object 50							
52000 -- Travel & Conferences	KIN T&C	\$ 1,500.00	\$ 2,500.00	\$ 1,500.00	\$ 1,000.00	\$ 2,500.00	2 - Professional Dev.

56400 -- Repairs By Vendor	Gym Doctor, Equip Repair, Facility Maintanance	\$ 1,200.00	\$ 7,200.00	\$ 1,200.00	\$ 6,000.00	\$ 7,200.00	1 - Equipment Maint.
56300 -- Software Licensing Fees	Presto, Front Rush, Hudl, Net Pulse, Music,	\$ 3,000.00	\$ 10,075.00	\$ 3,000.00	\$ 7,075.00	\$ 10,075.00	1, 2, 3: Software Licensing
56700 -- Other Contract Services	Entry Fees	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00	\$ -	\$ 3,500.00	
Co-Curricular							
43000 -- Instructional Supplies	Uniforms	\$ 11,982.00	\$ 22,540.00	\$ 11,982.00	\$ 10,558.00	\$ 22,540.00	2 - Uniforms
45000 -- Other Supplies	Athletic Training Supplies	\$ 8,400.00	\$ 8,400.00	\$ 8,400.00	\$ -	\$ 8,400.00	
45001 -- Food and Related Supplies	Meal Money for Away Games	\$ 6,870.00	\$ 20,808.00	\$ 6,870.00	\$ 13,938.00	\$ 20,808.00	1 - Meal Money
52000 -- Travel and Conference	Athletics T&C	\$ 6,000.00	\$ 5,000.00	\$ 6,000.00	\$ (1,000.00)	\$ 5,000.00	
56100 -- Chartered Vehicles	Over 300 Miles RT with Roster size too large to fit in shuttle bus	\$ 2,500.00	\$ 9,200.00	\$ 2,500.00	\$ 6,700.00	\$ 9,200.00	1 - Chartered Vehicles
56700 -- Other Contract Services	Officials	\$ 27,000.00	\$ 30,000.00	\$ 27,000.00	\$ 3,000.00	\$ 30,000.00	1 - Officials
53100 -- Memberships	Bay Valley Conference	\$ 4,500.00	\$ 4,500.00	\$ 4,500.00	\$ -	\$ 4,500.00	

Lottery							
43000 -- Instructional Supplies	Balls	\$ 11,982.00	\$ 11,982.00	\$ 11,982.00	\$ -	\$ 11,982.00	
Subtotal		\$ 117,634.00	\$ 166,905.00	\$ 117,634.00	\$ 49,271.00	\$ 166,905.00	
Academic Salaries							
696000							
Head Coach Stipends (In-Season)		\$ -	\$ 28,544.00	\$ -	\$ 28,544.00	\$ 28,544.00	3 - Leadership Stipends (As per MOU with UPM)
Head Coach Stipends (Off-Season)		\$ 17,664.00	\$ 17,664.00	\$ 17,664.00	\$ -	\$ 17,664.00	
Subtotal		\$ 17,664.00			\$ 28,544.00		
Classified Salaries							
696000							
Assistant Coach Salaries		\$ 40,146.00	\$ 40,146.00	\$ 40,146.00	\$ -	\$ 40,146.00	
-- Overtime Class Non-Instr	Pay Classified Staff for Holidays	\$ -	\$ 3,500.00	\$ -	\$ 3,500.00	\$ 3,500.00	1 - OT for staff on holidays
-- Hourly Staff Instr Aid	Tutoring	\$ -	\$ 5,000.00	\$ -	\$ 5,000.00	\$ 5,000.00	3 - Tutoring/Mentoring
-- Hourly Students Instr Aid	Tutoring	\$ -	\$ 5,000.00	\$ -	\$ 5,000.00	\$ 5,000.00	3 - Tutoring/Mentoring
Hourly Staff Non-Instr	Asst. Equipment, SID, Hourly Drivers	\$ 9,000.00	\$ 5,000.00	\$ 9,000.00	\$ (4,000.00)	\$ 5,000.00	

Hourly PT Academic Coordinator		\$ 14,000.00	\$ -	\$ 14,000.00	\$ (14,000.00)	\$ -	
FT Coordinator of Student Athlete Success		\$ -	\$ 62,000.00	\$ -	\$ 62,000.00		1, 2 & 3 - FT Academic Coordinator/Sports Information Specialist
FT Academic Counselor		\$ -	\$ 65,000.00	\$ -	\$ 65,000.00		1 & 3 - FT Academic Counselor
835000							
PT F.C. Lab Tech Hourly Staff Instr Aid	Fitness Center Lab Tech	\$ -	\$ 20,000.00	\$ -	\$ 20,000.00	\$ 20,000.00	1 Fitness Center Lab Tech
Subtotal		\$ 63,146.00	\$ 205,646.00	\$ 63,146.00	\$ 142,500.00	\$ 205,646.00	
TOTAL		198,444.00			220,315.00	392,551.00	

Item	Quantity	Cost	Notes: Category and Description
Dumbbells for Fitness Center	3	\$22,435.00	1 Instructional Equipment for Fitness Center
Keiser Functional Trainer	1	\$3,495.00	1 Instructional Equipment for Fitness Center
Keiser Air Squat	1	\$5,520.00	1 Instructional Equipment for Fitness Center
Kaiser M3i Indoor Cycle	5	\$9,975.00	1 Instructional Equipment for Fitness Center
Assault Bike	1	\$900.00	1 Instructional Equipment for Fitness Center
Foam Roller Racks	2	\$300.00	1 Instructional Equipment for Fitness Center
Ice Machine	1	\$5,500.00	1 Ice Machine
Precor Elipticals	3	\$16,969.00	1 Instructional Equipment for Fitness

			Center
Fitness Center Equipment	1	\$151,212.08	1 Instructional Equipment Quote for Fitness Center
Woodway treadmills	4	\$34,607.57	1 Instructional Equipment for Fitness Center
Branded Pop-Up Tents	3	\$3,300.00	2 Outreach and Branding for outdoor classes
Industrial Washer	1	\$9,712.00	1 Laundry
Industrial Dryer	1	\$3,500.00	1 Laundry
Monitor System in Fitness Center	5	\$12,000.00	1 Instructional Equipment for Fitness Center
Volleyball Standards and Pads	3	\$19,560.00	1 Instructional Equipment
Desk and Furniture		\$12,000.00	1 Instructional Equipment for Classrooms
TRX	20	\$3,600.00	Fitness Center Equipment
Computer for Login	1	\$1,500.00	1 Instructional Equipment for Fitness Center
Scanners	2	\$1,950.85	1 Instructional Equipment for Fitness Center
Laundry Cart(s)		\$1,000.00	1 Laundry
Normatec Recovery Boots	2	\$3,272.54	1 Sports Medicine Program
Basketball "Shoot Away Gun 8000 series"	1	\$6,448.00	1 Instructional Equipment
Dynatronics Solaris 709 PlusTreatment Machine w/ Deep muscle stim	1	\$10,782.00	1 Sports Medicine Program

\$339,539.04