

**Summary**  
**April 10, 2018**

**Present:** Bonnie Borenstein, Becky Brown, Jonathan Eldridge (Co-chair), Sarah Frye, Christina Leimer, Lisa Morse, Greg Nelson, Meg Pasquel (Co-chair), Nancy Willet, Sally Wong

**Absent:** Will Coley, Patrick Ekoue-totou, Peggy Isozaki, Karen McSween, Josef Rein

**Guests:** Tonya Hersch, Jon Horinek, Stormy Miller, Becky Reetz, David Snyder

**Agenda**

The agenda for this meeting was approved.

**Summary**

The summary for the 3/27/18 meeting was approved.

**Arts & Humanities Presentation – David Snyder**

**Programmatic Needs**

**Instructional Equipment**

- Communication: \$53,476
- English & Humanities: \$18,608 (+ \$16,952 Library redundancy – streaming DB)
- Fine Arts: \$28,772
- Drama: \$95,769
- Music: \$141,617
- **Total: \$284,766 (+16,952 Library redundancy)**

**Budget Augmentations**

- Fine Arts: Annual Equipment Repair & Maintenance budget: \$4,000 ongoing
- Drama: Production budget; Annual Equipment Repair & Maintenance budget: \$30,000
- **Total: \$34,000**

**Units**

- English & Humanities: 6 TUs for Humanities
- English & Humanities: 3 TUs for Philosophy (spring term)
- Drama: Technical Theatre, 8 coordinator units (4 coordinator units/term – offset some by replacement of hourly work) \*\*

- Drama: 6 TU for 252B: Internship class (ongoing) & S19 Drama 260: Musical Theatre class
- **Total: 23 Tus**

#### Staff

- Fine Arts: New FT position to replace 2D Art retirement
- Drama: New FT position \*\*
- Fine Arts: Increase in hourly budget for Gallery of \$3,345 (\$9,200→\$12,545) to account for increase from \$11/hr→\$15/hr
- **Total: 2 FT Faculty hires + \$3,345 for Hourlies**
- **\*\* The two Drama requests for coordinator units & a new FT position represent minor revisions from Program review requests submitted**

#### Software

- Architecture: Sketchup Pro: \$1,300 annually
- Architecture: Rhino 3D: \$300 annually
- Architecture: Vray and other ancillary software: \$400 annually
- **Total: \$2,000 annually**

#### Miscellaneous

- English: Paid Note-takers for student support no longer funded by SAS: \$200/ongoing
- English: Subs for Writing Center & Classes: \$2,000 ongoing
- English: Annual Travel Funds: \$3,000 ongoing
- **Total: \$5,200**

#### **Enrollment/Student Services Presentation – Jon Horinek, Becky Reetz and Stormy Miller**

##### **Enrollment Services Program Needs**

SMS Mass Messaging Platform (Regroup)	\$ 8,000
Campus Wide ID Setup & Maintenance	10,000
Banner Optimization Consulting	35,000
<i>Elimination of non-essential expenditures</i>	<i>- 20,000</i>
Recruitment and Admissions CRM Pilot	35,000
<i>Use of "CRM Lite" strategies w/o Software</i>	<i>- 30,000</i>
<b>TOTAL</b>	<b>78,000</b>
<b>Modified TOTAL</b>	<b>\$28,000</b>

##### **EOPS Program Needs**

Funding Needed: **\$62,000**

**CalWORKs Program Needs**

Fixed Cost Shortfall: \$15,750

Mandatory Minimum Work Study Expenditure: \$7190

**Total District Backfill Required 2018-2019: \$22,940**

**Tutoring Program Needs**

**\$65,000** right-sizes the budget for current growth trajectory

**Student Accessibility Services, Adapted Physical Education, & Psychological Services Program Needs**

Student Accessibility Services

- Support Services (DHH) = \$61,000
- Institutional Equipment = \$20,535.36 (AT/Furniture)
- Staffing = English Tutoring \$7,699 (Equity con't)

Adapted Physical Education

- Unit/Staff = 2.66 TU (Fall 2018); FT Faculty/Coordinator hire Spring 2019
- Institutional Equipment = \$37,937.54

Psychological Services

- Miscellaneous = \$1400 (Art w/ Impact –Spring 2019) \*assessing program budget and need effective May 2018

**Finance/Operations Presentation**

This presentation was postponed to a future meeting.

**GRIT (the new SASC) – initial overview – Tonya Hersch**

A new subcommittee, the Guidance, Resources, Integration and Transformation Committee (GRIT), will replace the Student Access and Success Committee (SASC) to assist in the state mandated integration of the BSI, Student Equity and Student Success programs. Tonya presented the draft charge and more information is forthcoming.

**Subcommittee Reports**

There were no subcommittee reports at this meeting.

**The next meeting will take place on Tuesday, 4/10/18.**