

RIO HONDO COMMUNITY COLLEGE DISTRICT PLANNING FISCAL COUNCIL MINUTES Tuesday, November 13, 2018, 2:30 p.m., Board Room

Members Present: Laura Ramirez (Co-Chair and VPAA), Michelle Bean (Co-Chair and President, AS), Henry Gee (VPSS), Yulian Ligioso (VPFB), Adam Wetsman (1st VP, AS), Mike Dighera (Parliamentarian, AS), Jill Pfeiffer (President, RHCFA), Michelle Pilati (Faculty), Brian Brutlag (Faculty), Sandra Rivera (CSEA), Jim Sass (CSEA), Lisa Sandoval (CSEA), Matthew Mangoba (President, ASRHC), Diana Lopez (Treasurer, ASRHC), Rebecca Green (Mgmt, AA), Melba Castro (Mgmt, SS)

Members Absent: Gerson Montiel (ASCCC Rep), Jorge Huinquez (2nd VP, AS), Doralí Pichardo-Díaz (Secretary, AS), Robert Bethel (Past President, AS), Robin Babou (Faculty), Tiffany Nunez (Secretary, ASRHC),

Additional Staff Members Present: Teresa Dreyfuss (Superintendent/President), Caroline Durdella (Dean, Institutional Research & Planning), Markelle Stansell (Recorder/Sr. Admin. Asst. to VPAA)

- I. **Call to Order** – Informational items were presented until quorum was reached and the meeting was officially called to order at 2:49pm.
- II. **Approval of Minutes** – The October 23, 2018 minutes were accepted as presented.
- III. **Superintendent/President's Report** – Superintendent/President Teresa Dreyfuss reported that a budget augmentation recommendation will be made to the Board of Trustees to hire the following personnel:

Faculty (2 positions)

- 1 – Sociology - (BSS)
- 1 – Chemistry - (MS&E)

Classified (4 positions)

- 1 – Computer Equipment Repair Technician (12 mos.) - (IT)
- 1 – Custodian (12 mos.) - (Facilities Services)
- 1 – Lab Assistant 40% (12 mos.) - (Arts)
- 1 – Clerk/Typist II 40% (Evenings, 11 mos.) - (Pico Rivera Educational Center)

Additionally, a list of instructional equipment needs that were identified as a part of last year's planning process will be provided at the November 27 PFC meeting. PFC will review and rank the list and forward recommendations for budget augmentation to the Superintendent/President.

- A. **Budget Update** – Yulian Ligioso, Vice President Finance and Business, gave an update on the 2018-2019 budget. State General Apportionment, as calculated under the new Student Centered Funding Formula (SCFF) is higher than last year's funding under the old funding formula. The new formula holds the college's funding level harmless at last year's apportionment funding, plus COLA (2.71%). Yulian clarified that the Chancellor's Office is currently using old data (2016-2017) and will eventually recast the budget. Salary increases of 2.71% are reflected for faculty, management, and confidential employees, and 3.71% for classified staff. Rio Hondo College will receive nearly \$6 million in new Strong Workforce Development funds.

Overall, as a District we are fiscally sound and a balanced budget was presented to the Board of Trustees at the September Board Meeting.

IV. Public Comments – None.

Persons wishing to address the Planning and Fiscal Council on any item on the agenda or comment on any other matter are allowed three minutes per topic. Pursuant to the Brown Act, the Planning and Fiscal Council cannot discuss or take action on items not listed on the agenda. Matters brought before the Planning and Fiscal Council that are not on the agenda may, at PFC's discretion, be placed on the next agenda.

- V. ASRHC Report** – Monday, November 19 will be the last AS meeting of the semester. Following the meeting, AS will host Friendsgiving from 5:00pm-6:30pm, serving traditional Thanksgiving food. At the Student Senate for California Community Colleges (SSCCC) meeting that was held in late October, ASRHC found that Rio Hondo is already committed to or has implemented most of the suggested initiatives and resolutions. One new recommendation that came from the conference is amending the student representation fee, increasing it from \$1 to \$2.

- VI. Guided Pathways** – The Areas of Interest have been approved to go to the Guided Pathways Leadership Team and from there will be presented to general Senate. The General Education recommendation has also been approved to go through the process of being accepted by the general Senate.

As a reminder, Melinda Karp will be presenting about Guided Pathways on FLEX Day. Ms. Karp works with colleges to design and implement evidence-based approaches to improving student success in college. The Guided Pathways Steering (GPS) Committee will be providing Ms. Karp with direction for her to focus on as related to RHC's needs and objectives.

- VII. Co-Chair's Report** – None.

VIII. Unfinished Business –

- A. IEC – Institutional Goals** – The Institutional Effectiveness Committee (IEC) incorporated edits and changes to the Institutional Goals and Objectives that were suggested by various constituency groups. The documents will be presented to the Board of Trustees at their study session during the Wednesday, November 14 Board meeting. IEC will bring a revised version of the document back to PFC at the November 27 meeting.

IX. New Business –

- A. Academic Senate Funding Taskforce of RHC** – The purpose of this taskforce is to figure out how we can have a steady revenue flow over the next few years as we transition to the new funding formula without overtly affecting the students' educational experience. Understanding that there is a possibility the funding formula may change in the future, the taskforce has come up with a couple of preliminary recommendations to increase our levels of funding. First of all, counselors will identify students who may be able to earn multiple degrees or certificates at the same time, provided that doing so causes minimal interruption to their primary course of study (e.g. if a counselor meets with a student intent on earning a Sociology degree, are there courses that they can take to also obtain a Psychology degree?). Another recommendation is that the process by which students apply for degrees and certificates needs to be streamlined. Any changes in process must be done in a way that will do no harm, i.e. will not substantially increase a student's time to completion, number of classes, expenses, etc.

X. Committee Reports

- **Safety/Facilities** – Brian Brutlag has been working with Felicia Johnson, Director of Facilities, to compile a list of key safety issues/concerns so that the Safety Committee may address them when they reconvene.

- **IEC** – None.
- **Program Review** – Program plans are due 11/21.
- **Staff Development** – None.
- **Basic Skills** – The Basic Skills Committee has been discussing what the AB705 implementation means in context of the Student Equity and Achievement Program (SEAP). The main concern is articulation in time for implementation in Fall 2019. Representatives from Counseling, A&R, Math and English met last Friday to discuss these considerations. The Math faculty have a back-up plan for the Fall, which is to offer a corequisite class as support. The English faculty may be moving in the same direction.
- **Outcomes** – At the last Outcomes meeting, members talked about a cycle and formalizing the data collection process in Task Stream. Almost every course has been mapped to institutional level outcomes. There was also discussion about how to tie outcomes in the curriculum process and how the hand-off happens between curriculum and outcomes.
- **Online Education (OEC)** – The next meeting will be held on November 27.
- **Student Equity** – None.
- **SSSP** – The committee is discussing the need to update the placement tool in alignment with AB705.

XI. Announcements – None.

XII. Adjournment – The meeting was adjourned at 3:07pm. The next meeting will be held on Tuesday, November 27 from 2:30 – 4:00 p.m. in the Board Room.