

FUNDING FORMULA COMMITTEE | Minutes

Meeting date **03/01/2019** time **3:00** | Meeting location **District Office Board Room**

Meeting called by VC Business Services
Type of meeting SCFF
Facilitator Ron/Cynthia/Rajinder
Note taker Dawn
Timekeeper Ron

Attendees: Chasity Whiteside, Kathy Medina, Amir Law, Paulette Lino, Heike Gecox, Na Liu, Tamica Ward, Cynthia Gordon da Cruz, Bruce Griffin, Sarah Thompson, Diane Brady, Trish Shannon, Cindy Robinson, Rajinder Samra, William Garcia, Matt Kritscher, Melissa Korber, Craig Kutil, Dave Fouquet, Sarah Thompson, Roanna Bennie, Julia Dozier and Dawn Neideffer; on the phone: Stacy L. Thompson.

AGENDA TOPICS | MEETING COMMENCED AT 3:00

Time allotted | **3 min** | Agenda topic **1.0 Approve Agenda** | Presenter **Ron**

Discussion No discussion.

Conclusion Motion made to approve the agenda; motion seconded. Motion passed.

Action items **Person Responsible** **Deadline**

None

Time allotted | **2 min** | Agenda topic **2.0 Approve Minutes** | Presenter **Ron**

Discussion Committee reviewed minutes. Members present counted for quorum.

Conclusion Motion to approve minutes made and seconded. Quorum was met with 14 of 25 voting members present.

Action items **Person responsible** **Deadline**

None

Time allotted | **15 min** | Agenda topic **3.0 Update and Report Out of State Implementation of SCFF** | Presenter **Ron**

Discussion Ron gave a report out of PBC: the outside consultant, Cambridge West Partnership (CW/P), came in to help facilitate a conversation related to the Student Centered Funding Formula (SCFF) as well as help evaluate the BAM in light of changes coming from the state. Part

of the work the consultant will do will also include work at the college level: forums, meeting with committees, etc. Roanna suggested the process be brought to the community as well. Ron discussed what is happening at the state level with the taskforce Advisory Workgroup on Fiscal Affairs and said there is a possibility the state will include Career and Technical Education (CTE) courses in the SCFF metric; because there are a lot of variables in the discussion at the State Chancellor's Office, the end result remains to be seen.

Conclusion

Colleges to begin thinking how to engage with CW/P as the SCFF process unfolds. State taskforce is putting together a package of recommendations for the state Chancellor/Board of Governors, therefore, there is a possibility the SCFF may change.

Action items

Person responsible Deadline

None

Time allotted | Time **45 min** | Agenda topic **4.0 Subcommittee Report Out** | Presenter Names | **Bruce**

Discussion

Bruce reviewed application and rubric drafts. Application is for requestors and rubric is for evaluators. Trish would like the applications to be vetted at the colleges. A conversation ensued about the application process.

Conclusion

Revisions to application were suggested. FFC Subcommittee will continue to work on the application and rubric. Trish suggested a recommendation be made to PBC to have immediate funds given to colleges for "low-hanging fruit" and is concerned the application process will take too long. Trish raised ideas such as tying the application process to Program Area Review (PAR) and college-specific decision making processes for a portion of the funds. She also raised concerns that if an application were to go out at the end of the term, it would be very difficult timing for faculty to fully participate. Diane said we must be careful not to rush the process because we may miss important metrics. Sarah said she wants a thorough application process while setting up better numbers for next year. Roanna added we want to be sure the metrics are really understood. The idea was raised to have a pilot application process as a test-run, then amend the application and integrate it with next year's Program Area Review to distribute the remaining funds. Trish suggested the two groups to pilot the application be the financial aid software initiative and the hiring of additional positions in Institutional Research. From Sarah: Resolved-Financial Aid and IR (Institutional Research) have pressing immediate needs for an infusion of funding to prepare the district for clean and standardized data to maximize our reporting effectiveness. Resolved- We are working on a long-term process for application to both FFC and PBC for April. Cynthia raised concerns about opening the pilot up to just two groups if the call-out to the larger CLPCCD community would not happen until fall. Roanna added that because these two initiatives were already being discussed in this committee, it should not be an issue and this is how shared governance works. Noell raised the concern that she did not recall hearing about the IR positions as a proposal in this committee. Ron clarified that the idea for new institutional researchers had been

discussed in the committee, just not as a formal proposal. Committee took verbal vote: 9 yeses, 2 nos' and 3 abstained.

Action items	Person responsible	Deadline
1. Revise application and rubric	FFC Subcommittee	4/5/19

Time allotted | 20 min | Agenda topic **5.0 Follow-up Conversation on Degree or Certificate Auto Awarding** | Presenter **Matt and William**

Discussion Matt reviewed the document *Student Services Auto/Proactive Awarding of Certificates and Degrees*. Roanna said students may need counseling to complete their goals because their educational goals may change if they know they are close to completing a degree in addition to their certificate.

Conclusion Student Services in partnership with the appropriate Academic Service areas, will use the DegreeWorks system to identify students who are near completion of a Certificate or Degree in order for a follow up intervention to be provided. Committee supports proactive awarding, aka auto-awarding, Sarah said there was a process in the past for a standard, district-wide change that involved the Academic Senate, Student Senate and the Classified Senate. The handout for this item is on the District FFC webpage found under the Business Services tab.

Action items	Person responsible	Deadline
1. Matt and William will take data to Academic Senate before bring a motion to the FFC	Matt and William	None given

Time allotted | 30 min | Agenda topic **6.0 Introduction to Noncredit** | Presenter **Craig Kutil**

Discussion Craig presented an Introduction to Noncredit.

Conclusion State is currently updating policies regarding noncredit. The presentation and handout for this item are posted on the District FFC webpage, found under the Business Services tab.

Action items	Person responsible	Deadline
None		

Time allotted | **5 min** | Agenda topic **7.0 Future Agenda Items** | Presenter **All**

1. Rubric form
2. The two proposals/resolutions from Sarah
3. Proactive Awarding

Future Meeting Dates

April 5

May 3

| **Meeting adjourned at 5:02**