

Meeting date **November 22, 2019** Time **3:00** | Meeting location **District Office-Rm. 270**

Meeting called by VC Business Services
 Type of meeting SCFF
 Tri-Chairs Doug Roberts, Cynthia Gordon da Cruz & Rajinder Samra
 Note taker Dawn Neideffer
 Timekeeper Doug Roberts

Attendees: Dale Wagoner, Sarah Thompson, Craig Kutil, Heidi Ulrech, Bruce Griffin, Matt Kritscher, Patrick Chappell, Trish Shannon, Jennifer Lange, Kirti Reddy, Kristina Whalen, Diane Brady, Stacy Thompson, Matt Kritscher and David Rodriquez. *On the phone, Noell Adams, William Garcia, Sara Parker, Susan Sperling.*

AGENDA TOPICS | MEETING COMMENCED AT 3:05

Time allotted | **2 min** | Agenda topic | **1.0 Welcome and Verification of Quorum** | Presenter **Doug**

Discussion All welcomed, no guests, voting members counted. Voting members who called in were told in spring 2019, their vote would count if they called in. There is now a question as to whether or not this is true, so committee decided not to count the vote of members on the phone.

Conclusion Quorum was obtained later in the meeting.

Action items	Person Responsible	Deadline
None noted		

Time allotted | **2 min** | Agenda topic **2.0 Approve Agenda** | Presenter **Doug**

Discussion No discussion.

Conclusion Agenda approved by consensus.

Action items	Person Responsible	Deadline
1. Agenda approved by consensus		

Time allotted | **3 min** | Agenda topic **3.0 Approve Minutes** | Presenter **Doug**

Discussion No discussion.

Conclusion Minutes from October 2019 approved.

Action items	Person Responsible	Deadline
1. Minutes approved, by consensus		

Time allotted | **5 min** | Agenda topic **4.0 Review Updated Timeline** | Presenter **Cynthia**

Discussion The FFC Proposal Subcommittee (FFC PSC) reported out that the process of reviewing the SCFF applications was very time consuming.

Conclusion Lengthen the time the proposal subcommittee has to review applications for next round.

Action items	Person Responsible	Deadline
1. Lengthen time to review apps for spring 2020	FFC PSC	Not noted

Time allotted | **5 min** | Agenda topic **5.0 Review Updated Journey of a SCFF App Flowchart** | Presenter **Cynthia**

Discussion Current flowchart reviewed. It was noted that PBC members want an evaluation tool.

Conclusion "Coordinates District Collaboration" was added to the document. Evaluation tools will be added or discussed in the future before a new timeline and flowchart are disseminated.

Action items	Person Responsible	Deadline
None noted		

Time allotted | **5 min** | Agenda topic **6.0 SCFF Projects Prioritized by College** | Presenter **Rajinder**

Discussion Shared projects, like technologies, are district-wide priorities. Before SCFF proposals are reviewed by the FFC PSC, College Presidents should be able to prioritize projects that benefit both campuses. Projects that benefit one campus can be expanded to both campuses.

Conclusion As project proposals are reviewed at the colleges, Presidents can work together to prioritize district-wide initiatives.

Action items	Person Responsible	Deadline
None noted		

Time allotted | 5min | Agenda topic 7.0 SCFF White Paper Update | Presenter Rajinder

Discussion At the October 2019 meeting, a member asked to have this topic as a standing item on the FFC agenda; there may not be new info to present for each FFC meeting, but new data will be reported out as it becomes available. FFC Chairs recapped the vote recently had at the State-level, which was to change how the ‘cost of living’ supplemental allocation is measured.

Conclusion Updates will be given as they happen. IR’s and others at CLPCCD will attend the upcoming State meetings to continue advocating for a change on how the supplemental metric for cost of living is measured.

Action items	Person Responsible	Deadline
None noted		

Time allotted | 85 min | Agenda topic 8.0 SCFF Proposals Forwarded to PBC | Presenter Rajinder

Discussion Current charge is to look at the overview of SCFF proposals. Not all ROI’s on applications were accurately calculated, but it was noted that the ROI’s were copied and pasted into today’s presentations. This does not mean the FFC PSC agrees with how the ROI’s were calculated. Proposals were reviewed with the committee; discussions over proposals ensued. Question asked if there is a difference between part-time, temporary hires and a part-time outreach employee, who only work 150 hours per year. If the Guided Pathways project proves viable, it is suggested it be adopted district-wide.

Conclusion All eleven proposals will be moved forward for PBC’s consideration. FFC PSC to talk to HR about the similarities or differences of hiring part-time temps –vs- part-time outreach employees.

Action items	Person Responsible	Deadline
1. All eleven SCFF proposals will be moved forward to the PBC for evaluation		

None noted by membership. Standing items will be forwarded to next FFC agenda.

Summary of Action Items

1. Agenda approved, by consensus
2. Minutes approved, by consensus
3. Eleven project proposals approved to be forwarded to PBC, by consensus

Future Meeting Dates

1/17/20

2/21/20

3/20/20

4/17/20

5/15/20

| **Meeting adjourned at 4:59**