

EAST LOS ANGELES COLLEGE
BUDGET & PLANNING ADVISORY COMMITTEE
MINUTES

Monday, May 22, 2006
 GI-VOC ED Room 314
 1:30 – 3:00 p.m.

PRESENT	Brenda Baity Wendy Bass David Beaulieu Karen Daar Erlinda de Ocampo Kathie Kingett John Long	Richard Moyer Leonor Perez Lawrence Powell David Senensieb Ted Strinz Olita Tulifua
ABSENT	Kathleen Burke-Kelly James Cadman Selina Chi Rich Guy Robert Isomoto Daniel Judge Renee Martinez	Ernest H. Moreno Armida Ornelas Laura Sanchez Michael Simone Danny Telles R.C. Williams III
GUEST	Gary Johnston Ramon Miramontes	Al Rios Lisa Stallworth

1. **CALL THE MEETING TO ORDER**
 Co-chairperson, **David Senensieb**, called the meeting to order at 1:43 p.m.
2. **APPROVAL OF MINUTES**
M/S/P (Strinz/Baity) to approve the minutes of May 8, 2006, as amended.
3. **PRESIDENT’S REPORT**
 No Report.
4. **WORK ENVIRONMENT COMMITTEE REPORT** (Wendy Bass)
 - **W. Bass** reported that at WEC, there was inquiry about the possibility of having the Chairs from Facilities Committee, EBPAAC, and WEC meet on a regular basis for communication purposes. It was decided at WEC that they would table this item for the Fall. Some members of EBPAAC stated that forming an Ad Hoc meeting of the chairs was probably not necessary. Discussion then followed on the formation of the Swing Space Committee that has yet to be set-up. It was noted that the Swing Space Committee in

- actuality would not be an official decision-making committee. Its formation would be useful in keeping the lines of communication open.
- **Swing Space:** J-3 Building will be available for one year. Anyone interested in the space for one year, is invited to attend hearings on Tuesday, May 30, 2006.
 - **Membership requirements:** WEC decided to make a change in their voting procedures. The WEC committee decided that only those members with 75% attendance or more would be eligible to vote. **D. Senensieb** asked W. Bass to write the change into the bylaws and submit a copy to K. Daar, V.P. of Academic Senate.

5. **FACILITIES REPORT (Gary Johnston)**

- An overview of ELAC Bond Project Highlights (*Week Ending 05/19/06*) was given:
 - **N2 Relocation:** N2 Relocation had been rescheduled to June 5, 2006, after the college graduation. However, due to the other graduations taking place on campus in the month of June, that relocation date is mostly likely going to be moved.
 - **Women's Softball Field:** The structural engineer is reviewing the drawings and it is expected that the back-check will be in DSA by mid-June.
 - **800 KW Photovoltaic Farm:** Jacobs has begun working with the District on a 800 KW Photovoltaic Plan. This is in addition to the 300 KW Photovoltaic Farm that is already in the works. It will most likely be installed in the stadium parking lot.
- **Signage:** 12 new directional signs have been ordered and will be placed throughout the campus. **G. Johnston** stated that he had inquired with Richard Anderson (Public Relations) about acquiring the official Huskie emblem. The purpose would be to place the emblem on the signs. He was informed that East Los Angeles College did not have an official Huskie emblem; therefore, Jacobs is looking into the possibility of having a contest on campus. Students would submit drawings of the Huskie and the winners would be used on the signs. In other signage news, the marquee signs that were previously ordered are still 3 to 4 weeks from arriving.

6. **DBC REPORT**

No Report.

7. **BUDGET UPDATE**

- **Reminder (E. de Ocampo):** All reimbursements need to be submitted as quickly as possible because we are nearing the end of the fiscal year. Checks must also be cashed if anyone is still holding on to them so that they do not stay on the account.
- **PCR Training (E. de Ocampo):** Representatives from all Departments/Offices who had previously used the eRPA system have

- been invited to attend 1 of the 4 training sessions that will show them how the new system works for the processing of assignments.
- **May Revise :** D. Beaulieu sent copies of the May Revise to Chairs, Senators, and Administrators, if anyone else would like a copy, please see D. Senensieb or D. Beaulieu.

8. **STRATEGIC PLANNING REPORT (Lionor Perez)**

- A. Program Reviews. L. Perez** requested a motion to approve proposed *Commendations and Recommendations* for Life Sciences, Fiscal Office, and Escalante.
- L. Perez made the following amendments to *Commendations and Recommendations* for Life Sciences and then asked for a motion to approve.
 - Amend *Commendation #8* by deleting the entire commendation.
 - Amend *Commendation #1* by replacing “being involved” with “extensive involvement”.
 - Amend *Commendation #3* by adding “including involvement in UCLA Bridges, CSULA Bridges and the FIPSE program at UCLA” to end of the commendation.
 - Amend *Commendation #7* by adding, “by incorporating computer based instruction through the PLATO Learning Program” to the end of the commendation.
 - Amend *Commendation #9* by adding “taking a leadership role in” after the word “for” in line one.
 - Amend the *Recommendations* section by adding a 6th recommendation.

M/S (Daar/Long) to approve the proposed *Commendations and Recommendations* for Life Sciences. After further discussion, the committee agreed to return the proposed *Commendations and Recommendations* to the Validation Committee to re-write *Commendation #7* and *Recommendations #5* and *#6*.

- L. Perez made the following amendments to *Commendations and Recommendations* for the Fiscal Office and then asked for a motion to approve.
 - Amend *Recommendation #4* by adding, “give faculty and staff” after the word “to” in the first line and adding a second sentence starting with “This may include providing inquiry sheets that can be completed and” before the word “returned” in the third line.
 - Amend *Recommendation #5* by adding “student and college personnel perceptions of its” after the word “measure”.

M/S/P (Long/Beaulieu) to approve the proposed *Commendations and Recommendations* for the Fiscal Office.

- L. Perez made the following amendments to *Commendations and Recommendations* for Escalante and then asked for a motion to approve.
 - Amend Commendation #2 by adding “East Los Angeles College” after the word “future”.
 - Amend Recommendation #2 by adding “middle, high school, and college” after the word “new”.

M/S/P (Beaulieu/Moyer) to approve the proposed *Commendations and Recommendations* for Escalante.

B. Educational Planning Subcommittee Report

No Report.

C. Technology Planning Subcommittee Report

No Report.

9. EBPAC SUMMER CALENDAR

- Committee agreed to meet for EBPAC on June 12, 2006. Future summer meeting dates to will be discussed at meeting of June 12, 2006.

10. CO-CHAIR ELECTIONS

- The Classified Co-chair position is up for election. Please submit nominations to D. Senensieb or President's Office. Elections for the Classified Co-chair position will take place on June 12, 2006.

11. ADJOURNMENT

M/S/P (Beaulieu/Moyer) to adjourn the meeting at 2:55 p.m.

Respectfully submitted,
Catalina “Cathy” Medina
President's Office