SAN DIEGO CITY COLLEGE

CITY RESOURCES COUNCIL
Minutes

October 16, 2024 | 1:00 - 2:00 PM Zoom

Members Present: John Parker, Liz Vargas, Lety Lopez, Becky Wheelock, America Martinez, Andre Sanz, Alan Goodman, Eddie Michel, Roxann Solis, Susan Murray
Members Absent: Tillie Chavez, Marciano Perez, Lupita Lance

Meeting called to order at 1:04 p.m.

I. **Review and Approval of Agenda**
Approved as distributed and presented with unanimous consent.

II. **Review and Approval of Minutes for September 18, 2024**
Approved as distributed with unanimous consent.

III. **New Business**

A. ERP Training Modules, Payroll and Budget Management
John referred to the budget training workshops outlined on the website and recapped the upcoming travel and purchasing trainings with the district.

IV. **Business Updates**

A. Program Review

Susan shared that individual departments and programs should complete their program review by November 1st, including their general fund resource requests. Alicia has been having open office hours to provide consultations and has had steady participation; and, Susan will be working with the Deans ability to review submissions. She explained some of the confusion from last year in Nuventive with resource requests so they are prepared in advance this time. Roxann proposed her and John attending a Deans and/or Chairs meeting to provide a realistic starting point for requests due to the reduction in available funds post COVID. Susan agreed to the suggestion so that Deans can reach back out to their programs and develop plans for big-ticket items that could be spread out over time. John clarified some confusion regarding the bond measure funding and that <u>it cannot be used for program costs or salaries</u>; it will not be used for anything requested in program review. The bond funding will be completely separate for projects included in the facility strategic plan, additional information is available on the Facilities Planning Committee webpage: https://sdcity.edu/faculty-staff/committees/facilities-planning/index.aspx

Lety addressed the Planetarium upgrade needs and the campus prioritization changes from the time the Facilities Plan was approved in 2022; John clarified that the priorities may change annually, and the strategic plan may be amended based on a continuous ranking process. The anticipated funding from the bond will not address all of the campus or district needs so the ranking will go through the shared governance process.

Lety also addressed entering hiring requests in program review; Susan explained that the hiring process changed in 2018 and all requests should be routed through the appropriate Dean to their VP to be discussed at Executive Cabinet, program review is not where personnel positions are requested. The process document link can be located in Nuventive's document library on the resource request page. Roxann clarified that the math tutors are NANCEs with grant funding, not GFU. John asked everyone to refer to the hiring and screening committee process that was updated last month.

A rubric used previously at another campus for scoring funding requests was discussed; John will review it and share later with the committee.

B. FY 2024-2025 Adopted Budget

John confirmed the 2024-2025 fiscal budget was adopted and approved by the Board, so we won't have any other updates until next year.

C. Updates from reporting workgroups and committees

1. **Resource Allocation**
   John will share the timeline for the allocation process at the next meeting.
2. **Facilities/Housing (Measure HH)**
   John shared that the bond measure is polling well and they anticipate it will pass. There are not any new updates until it passes and the district begins meeting.
3. **Review of Services Committee**
   John shared an update on the LRC lounge, the Professional Learning Center, the hydrogen fuel cell near the Bookstore, and the one employee-only restroom located near D-121 and the Bookstore.
4. **Health & Safety Committee**
   John was not able to attend the October meeting so he tabled the health and safety updates to the next meeting.
5. **CTEA/Strong Workforce**
   John did not have any updates today.
6. **Institutional Technology**
   John did not have any updates today.

Items from the Floor

John shared that a lot of effort and resources have been put into the S Bldg, and he asked to attend an upcoming ILT meeting. Letty shared that her team is working with John Boyce and Jay Purnell to update the chemical hygiene plan and biological hygiene plan. The team has included Arts, Ceramics and Photography to join the plan update group because they have other resources they use regarding toxins.

Next meeting is November 20th.

Meeting adjourned at 1:38 p.m.