

BUDGET & PLANNING COMMITTEE

MINUTES - April 16, 2021 12:30p.m.-2:30 p.m. - Zoom

Members Present:

Prior Notification of Absence:

Absent:

Guests/Resources:

Kristin Bebout, Christy Coobatis, Maria Figueroa, Luke Lara, Dung Le, Naasik Jahan, Leila Safaralian, Joe Salamon, Edwina Williams, Alketa Wojcik Carl Banks, Angelena Boles, Raymond Clark, Diane Dieckmeyer, Tim Flood

Leanna Bowman, Addison Breese, Kevin Flanagan, Mike Fino, Shannon Myers, Brian Taylor, Katie White

I. Call to Order

Meeting was called to order at 12:34 pm.

II. Comments/Announcements

None

III. Changes In/Additions to the Agenda

None

IV. Standing Reports

A. College Council

- Update on Institutional Set Standards Set Standards are submitted each year and deal with AA and certificate completion rates. MCC has reached beyond self-set standards and is working towards aspirational goals.
- Reviewed BP/AP assessment document, which will go around to governance committees for review. The document provides a guide for BP/AP review and assessing who needs to be involved when updating.
- Review of Cameras On/Off statement statement will likely go out to faculty shortly.
- Reviewed operational BP/AP from AS division, as well as BP/AP related to Confidential Employees.

V. Committee Business

A. Grant Review - California Learning Lab - Grand Calculus Challenge

Myers provided an overview of the California Learning Lab - Grand Calculus Challenge grant, which would be a sub-award of the CSUSM grant. The grant is geared towards helping STEM students who are not Math majors and are having difficulties getting through the first two Calculus courses required for their major. The award would be \$430,200 for a 3-year grant.

Coobatis asked if and how a program developed through this grant could be sustained and continued on at MCC after the grant funding ends. Most components that would be developed could be integrated into teaching practices over the next three years and could continue without additional fiscal impact. The two exceptions include embedded tutoring and student ambassador from CalState, which would require funding.

The committee provided no additional feedback and acknowledged the grant application.

B. Energy Storage Presentation

The committee was provided a presentation by Fore Front Power and SPURR regarding possible energy storage solutions for the district. MCC currently purchases energy from Constellation, but may, in the future, begin installing more PV to help power the district. Fore Front Power conducted an energy consumption analysis and proposed a battery storage solution that could reduce energy costs for the district by reducing spikes in usage.

SPURR is a joint powers authority created by community colleges and K-12 districts to help reduce the cost of energy for districts. SPURR is able to use its significant buying power to negotiate buying programs that districts can pickyback off of, resulting in great pricing for districts. SPURR's REAP Program focuses on EV charging stations and solar power and Fore Front was awarded the contract for the program through an RFP process.

Fore Front would build the solar system at the Oceanside campus, and own and operate it. The district would pay for battery service only, which results in reduction in overall energy costs. Through this agreement, the district would not be responsible for the maintenance or performance of the system, and would be guaranteed a certain level of performance for the life of the contract. Currently, 34% of the energy bill at OC is actual energy usage and 66% for demand (peak draw). A battery storage solution would prevent the utility from seeing demand spikes, reducing demand charges. Currently, the OCE energy bill per year is \$1.1M. The battery storage would reduce that cost by \$47.8K in the first year. If rates go up, savings will increase, with a potential savings of \$2.68M over 20 years.

C. Budget RCP Recommendation

Budget RCP met two weeks ago to review RCP recommendations. Salamon provided an overview of revenue and expenses increase for FY22. The RCP recommended that RA funding be set at \$750K. The Budget RCP recommended to BPC that the following requests be considered for funding recommendation to the superintendent/president. BPC will vote on the final funding recommendations at the next BPC meeting on April 30, 2021.

Туре	Request #	Department	Description	Division	Amount
Equipment	4	Biology	Multi-channel pipettes needed to provide authentic research experiences to Biology major students	IS	\$13,408.00
Equipment	1	Child Development	Cameras	IS	\$12,000.00
Equipment	10	Chemistry	Obtain 60 MHz NMR for SAN	IS	\$59,000.00
Services- Supplies	21	Student Equity	UPRISE Program Service and Supply Request	SS	\$20,000.00
Services- Supplies	17	Career Studies and Services	Career & Major/ACP Fair, Employer Panels & Fairs, and Work-Based Learning	IS	\$32,100.00
Services- Supplies	14	Administrative Services	Consultant to Develop and Implement Energy and Sustainability Master Plan	AS	\$100,000.00
Services- Supplies	18	English - Transfer	Letters Programmatic Development	IS	\$50,000.00

Technology	63	Counseling	Replace Technology in the Counseling Department	SS	\$5,000.00
Staffing	51	Student Equity	Specialist- UPRISE program	SS	\$103,614.92
Staffing	30/71	Library and Academic information Services/ART	Instructional Associate (PT) - Computer lab	IS	\$103,455.63
Staffing	50	Student Equity	Specialist- Student Equity-seeking funds for 1/2 position	SS	\$63,940.00
Staffing	28	English- Transfer	MANA Program Faculty Coordinator	IS	\$39,954.16
Staffing	33	Library and Academic Information Services	Technology Services Analyst	IS	\$124,672.91

One additional request was pulled from BPC consideration and is recommended to be funded out of Fund 41.

Facilities	13	Horticulture	Propagation Greenhouse	IS	\$30,000
			Repairs		

VI. Future Agenda Items and Calendar Dates

A. Finalize Funding Recommendations - April 30 (Pushed Back 2 Weeks)

VII. Adjournment

Meeting was adjourned at 1:45 pm.

Next Meeting: Friday, April 30 - 12:30 p.m. Zoom

MiraCosta College - Grants Office Approval to Submit (ATS)

Proposer Name			Date	
Dean/Supervisor	Dep	artment		
Grant Opportunity Name				
Grantor	Due Date			
Project Period	Max Amount	Match	Match Amount	
How does this align with the	college's strategic objectives, pr	ogram review an	d/or funding priorities?	
Synopsis of grant idea:				
Proposer Signature	annon Myers		Date	
Troposci signature	11110			
Dean/Supervisor Signature _	Shhl F		Date15Apr21	
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MiraCosta College - Grants Office Approval to Submit (ATS) a Grant

Budget Summary

	1			
Major Line Items	Description/Justification		Amount	Match
Faculty				
Staff				
Benefits				
Supplies/Materials				
Contractors				
Travel				
Capital Expense				
Indirect Cost (%)				
		TOT	AL	
Sustainability Require	ments:			
Potential Consultations	Confer with the Gran	ts Office about recomr	mended consultat	ions for your grant
Name / Title / Date		 Signature		
Name / Title / Date		Signature		
Name / Title / Date		Signature		
Administrative Service	s: Approval			
Signature			Data	
	istrative Services		Date	
	or of Fiscal Services			
Budget & Planning Con	nmittee: Acknowledgement			
Signature			Date	
BPC Designe	9			
Executive Managemen	<u> </u>			
Proposal packet sent vi	a e-mail date:			
Signature			Date	
President or I				

5. Budget Request

The budget for this project is adequate to support program development, while leveraging every available institutional resource to full advantage to institutionalize programs and practices shown to be effective in achieving project goals. The project was planned to be realistic and sustainable. The table below summarizes budget needs. Entries are approximative and budget detail and justification will be given if invited to submit a full proposal. Budget includes fringe benefits.

NOTE that MCC will receive just a portion (40%) of these funds.

Table II - Budget Overview

Need	Budget
Program directors and leads: The Program Directors for this project will be principal	\$430,000
investigators Dr. Haddad (50% time), Dr. Formo (10% time), and the MCC campus lead	
Ms. Myers (50% time). Responsibilities include overall management of the project;	
planning and co-facilitating summer institutes and communities of practice; maintaining	
and disbursing the budget; meeting with co-teachers to set expectations; overseeing	
instructors in the co-requisite courses; monitoring progress; and incorporating feedback	
to revise course curriculum in the calculus courses. Expected load: 50% time	
Project manager: Managerial expertise is needed for the success of the project. The	\$250,000
manager's responsibility includes assisting the project director in planning and	
organizing all aspects of the project, communicating with and organizing faculty and	
students, and keeping track of the project's budget. One full time employee is budgeted	
for the duration of the grant.	
Co-teaching: The equivalent of 36 semester weighted teaching units (WTU) is required	\$200,000
to co-teach and test the 6 proposed courses described in the program. Two faculty will	
pair for each of six courses during year one of the grant.	
Curriculum development and culturally responsive pedagogy: One faculty member	\$100,000
on each campus will be assigned to design the proposed inter-semester programming,	
and one faculty member on each campus will be assigned to design the proposed co-	
requisite programming. We estimate this work to equate to 3 WTU for each faculty	
member, awarded in year one of the project. The Faculty Summer Institute and	
Community of Practice require stipends for participants and planning, design, and delivery	
costs for organizers.	
Corequisite instruction: Instructors for co-requisite courses will require the equivalent	\$135,000
of 4 WTU per campus in year 2, and 7 WTU per campus in year 3 of the project.	
Peer-educators (including oversight), student ambassador program, embedded tutors,	\$125,000
placement exam coordination and delivery (including licensing costs).	. ,
Evaluation, guest speakers, dissemination, travel, hospitality, supplies and materials,	\$120,000
and room rental.	
Indirect Costs: Per Learning Lab requirements, grant indirect costs on all allowed items	\$74,000
above is computed at 8% for all years.	·
Total	\$1.434M