
Present:	Anthony Asti, Denise DiGianfilippo, Hank Mancini, David Matus, Sandy McDill, Bob Metivier, Stella Napoles, Chris Scinto
Absent:	Marsha Foster, Paul Golisch, John Snelling, Sue Van Boven
Notes:	Jeanette Saxon
Distribution List:	dl-pvc-fpat@pvmail.maricopa.edu

VICE PRESIDENT ADMINISTRATIVE SERVICES UPDATE

1. Next year District will ask campuses To provide a Point In Time vacancy report – what we've done with funding
2. Student : Faculty ratios – at some point expect a recommendation on this ratio
 - o Adjunct : Full Time Faculty ratio
3. Bring ratio up to 40 : 60; Chancellor did not differentiate night/day faculty
 - o There will be a financial impact somewhere
4. Dual Enrollment – there is no intent to hold campuses harmless for loss of FTSE
 - o There is a focus on Arizona having an educated workforce; attract 10% of the companies leaving Los Angeles; focus on training these employees
5. Bad Debt – District is looking at a new way to collect: after 180 days rather than 365 days
 - o New SIS system make this workable
 - o PVCC is aggressive on collection and has best record in District: \$204K
 - We typically don't go after \$20 or less as it costs \$9 for each collection

45TH DAY REVIEW – HANDOUTS

Discuss anticipated fund balance and develop a strategy for efficiently using those funds. Also, any ideas on what to do for 45th day review for spring semester.

- We need to move forward on this
- We'll be at \$500K unexpended Fund 1, depending on what happens the rest of the year
- Topic should be strategic focused, e.g., put funding to PT work for special projects
- How can we make the best use of the funding
 - o Additional marketing
 - o Environmental scan – do we understand what the community wants?
 - o If we do have additional funding, we'll be able to react; need to get ideas out there so we'll be ready to move forward
- PLT and BDST will do the operational planning
- From a strategic standpoint, this happens every year, we should address:
 - o Anticipated carry forward – what's the plan
 - o Look at "shovel ready" plans
 - o Plans we can fund now which will have an impact further down the road
 - Call Center
 - Website

- Purchase 4.4 acres behind Q – hydrology report shows Flood Control District does not need this land for 100-year flood control
- There is no pool of information on what we might spend one-time dollars on
 - Fine Arts Dept applies for outside **Sudden Opportunity Grants** - people submit proposals which meet certain benchmarks; if money becomes available, receive funds
 - Offer departments “challenge grants” – What would you do with \$10K?
 - Facilities Services would hire Project Manager; they have been taking on this role to save the 25% additional cost to construction projects; they could then focus on campus projects
- Must align with Strategic Plan
- Where do we want to grow?
- Marketing / Public Relations
 - Early College – broader title: Developing Early Relationships with Schools
 - invest heavily; sell it; why is this better than Dual Enrollment
 - AP, IB are competing avenues for the students; free textbooks gives us the advantage
 - Sell it to Districts first, then to students
 - Online classes are catching on at high schools; online / hybrid courses increase enrollment opportunities
 - Builds loyalty / work-of-mouth advertising; developing a pipeline early on in elementary schools, high schools
 - Explore Test <http://www.actstudent.org/explore/> is being offered in elementary schools; if PVCC gets involved with that we can set up Academic Summer Camps
 - Publicize students' success
 - Educate students on why they should stay here – retention; it must be tempered; don't want to hold students back
- Facilities improvements also helps retention – changes morale of students
 - Irrigation Project
 - Land Purchase
 - More outdoor furniture
 - Classroom furniture replacement
 - Classroom painting, etc.
- Beef up donations – alumni
- Community outreach
- Website
- Open House
 - Get high school students and parents to campus
 - Coincide with Homecoming; make best use of that energy
- General marketing
- Recruitment
- Environmental Scan – data collection
 - would you only reach the people who would already come; need to reach those who don't think they belong in college
 - Are there programs that we're not offering that these students would be interested in?
 - CEUs?
 - How can we help small businesses around here that don't have the resources to train, etc., e.g., Nursing Homes; not training as much as offering the facilities to do their own training
 - How many students are we losing because they must pay for classes for which they don't get credit, i.e., remedial
 - Intensive end-of-summer workshop so students don't test out

- Provide high school students assessments test so they can see where they need more preparation
 - Mobile Lab Testing
 - Bootcamps – apply for grants, do whole thing for free
 - Carl Perkins has a high school requirement; gainful employment criterion
 - We're going to be expected to give data on gainful employment for accreditation
 - Scholarships – District wants colleges to pick up Hoop and Ace because the money that funded them is not coming in
 - Enhance College Safety projects; more cameras, etc.
 - Don't mess up opening of KSC building
- FPAT develops criteria strategy for use of funds / how to rate submissions for the money; and makes recommendations on use, e.g., Marketing; let someone else determine how it's used

► **THE IDEAS ABOVE FALL INTO THESE BASIC CATEGORIES:**

- 1 Marketing / Recruitment
 - 2 Campus Facilities Improvements
 - 3 Campus Expansion
 - 4 Scholarships
 - 5 Community Connection
 - Don't see any PVCC banners in local businesses
 - Brand / image
- Dept Chair / Evening Supervisor
 - Evening Supervisor is a new code this year; trying to understand difference between this and Dept. Chair
 - Additional history will allow us to compare / create a trend line

DISCUSS 5 YEAR PLAN DEVELOPMENT – HANDOUT

We are slowly getting our arms wrapped around are budget. Let's take some time and discuss the information that we want need to develop our five plan and any methodology we want to use.

DISCUSS 2013-2016 STRATEGIC PLAN IMPACT ON FPAT – HANDOUT

How we should include this on our future actions and recommendations.

- All recommendations were accepted by PLT

NEXT MEETINGS

- 45th Day Review meeting – when is it?
 - FTSE – John will send out Monday
 - Financial Impact
 - Possible availability
- 11/4: Finalize Recommendations