MINUTES

BUDGET COMMITTEE

Date: August 21, 2007
Time: 3:00 – 4:30 p.m.
Location: LRC - 223

Members Present: Jo Anne Cripe, Ruth Hansen, Les Jauron, Ken Meier, David Payne, Devon Potter, Clinton Slaughter, Magian Smith, Trevor Stewart, Andy Suleski

Members Absent: Al Renville

Guests:

I. ACTION ITEMS
At 3:06 Andy called the meeting to order and announced that the Senate had approved the state budget.

a. Minutes of June 5, 2007 meeting
The Committee approved the minutes of the June 5, 2007 meeting. MSC Smith/Slaughter

b. Election of Committee Chair for 2007-08
David Payne was elected as Chair for the 2008-09 Planning year. MSC Cripe/Smith

II. INFORMATION/DISCUSSION ITEMS

a. Status of state budget
Andy reviewed the status of the state budget. This is day 52 of the fiscal year. We got word from the Chancellor’s Office at 1:30 p.m. that the Senate had passed the budget. Andy provided a copy of the CCLC Budget Update. For community colleges the budget is unchanged from the package approved by conference committee on June 29th.

Ongoing Funds:
- $80 million reduction in the current year and budget year for the Apportionment item
- 4.53% COLA for Apportionments, DSPS, Matriculation, EOPS, CARE and Child Care Tax Bailout
- 2.0% Enrollment Growth for Apportionments (1% Restoration funding already included in base.
- 2.0% Enrollment Growth selected categoricals – DSPS, Matriculation, EOPS, and CARE
- $13.8 million to provide a rate increase for career development & college prep (enhanced non-credit)
- $5 million Nursing program enrollment and equipment
- $1.9 million to the EOPS book grant program
- $500 thousand for the Foster Care/Kinship program
- $570 thousand for the Fiscal Crisis and Management Team (FCMAT)
- Includes budget bill language to recapture $80 million of 2006-07 Apportionment funds on or after March 14, 2008. This language will guarantee all workload reported in the current year will be funded and avoid the potential for a revenue deficit.

One-time funds
The budget provides $26.7 million in one-time funds for the following: $8.1 M physical Plant and Instructional Equipment; $8.1 M Nursing and Allied Health Equipment; $4.0 M Part-
Time Faculty Health Insurance; $4.0 M Nursing Program Simulators (Gov. Jan. proposal); $1.5 M Construction College; $1.0 M Cal-PASS (Gov. Jan. proposal).

There are not a lot of one-time dollars and this budget doesn’t fund a lot of the systems office requests, however, there is always the possibility of additional one-time dollars coming in the middle of the year.

We will bring the Augmentation List back at the next meeting, to see if there is any of the non-funded, on-going items that can be moved to one-time.

Originally the final budget was due to go to the Board on September 12, 2007. Because of the delay in the state budget, the system office moved the deadline from September 15 to October 15, therefore, we will take the final budget to the October 3, 2007 meeting for approval.

b. **Review of Budget Committee Charter**
   Andy reviewed the revisions to the Budget Committee Charter starting with changing the name to the Planning & Budget Committee Membership Guidelines. Jo Anne Cripe and Ruth Ann Hanson both expressed concerns regarding replacing “charter” with “guidelines”. Andy explained that the President had suggested the name change. Jo Anne requested that the President keep it “Charter”. Andy said he would take the request to the President.

   Andy reviewed the additional revisions to Membership which include replacing the VP of HR with the VP of Student Services and adding the Special Assistant to the President as an advisory member. The remaining changes are language clean up.

   David Payne requested that any action to approve the changes to the charter be tabled until the next meeting.

   Jo Anne Cripe requested that language be added to the charter to address observers at meetings. The following was the suggested language for item 4. c. Meetings - “Observers may attend open Planning and Budget Committee meetings.”

c. **2007-08 Meeting Schedule**
   After discussion, the 2007-08 meeting calendar was set as follows: September 18, 2007; October 16, 2007; November 20, 2007; December 18, 2007; January 29, 2008; February 19, 2008; March 25, 2008; April 15, 2008; May 13, 2008 and June 17, 2008. All meetings will be held from 3:30 – 5:00 p.m. The September – December meetings will be held in LRC 222. The January – June meetings location is TBD.

d. **Committee Webpage**
   Andy reported that a webpage was in the works for the Planning and Budget Committee and provided a draft of what the content would look like. Clinton Slaughter expressed concern over confidentiality if the minutes from the meetings were to be placed on the webpage. After discussion, the confidentiality issue was addressed. Minutes will be placed on the webpage.

e. **Coordination of Initiatives**
   Les provided a draft of the coordination of initiatives. Small changes have been made to the PBA process based on experience from last year. Unit Plans will be due in November. The unit plan format will be the same with the possible addition of student learning outcomes.

   Ken stated that assessment is not cheap and there needs to be an on-going assessment
budget. A student engagement survey needs to get out this fall and next fall.

Jo Anne would like to see College Council represented on the initiative coordination list. Ruth Ann pointed out that Classified is not represented and would like to see Classified included. Ken also asked that Associated Students be represented.

III. ITEMS FOR NEXT AGENDA

- 2008-09 Budget Criteria
- Charter Revisions
- Draft of final budget
- Augmentation List
- Enrollment Management Update
- Planning Update

IV. ADJOURNMENT

At 4:39 p.m. the meeting was adjourned.