

Budget and Fiscal Planning Committee

April 24, 2013

VMembers present:

_John Lau, VP for Business Services, Co-Chair _Kathy Berry, Administrative Representative \(\frac{1}{2} \) Jessica Waddell, College Council Representative _Eric Jacobson, Faculty Representative \(\frac{1}{2} \) Dave Drury, Faculty Representative \(\frac{1}{2} \) Carlos Fletes, Director of Fiscal Services

Recorder: Mary Carter

VKevin White, Academic Senate Rep., Co-Chair VJeff Cantwell, CMCA representative VFrances Arce-Gomez, CSEA Representative VMatthew Thale, CSEA Representative VRicardo Ibarra, ASG Representative

Alternate(s): Mary Jo Wainwright, CTA

I. Call to Order

The regular meeting of the Budget and Fiscal Planning Committee was called to order by co-chair Kevin White at 1:35 p.m. on Wednesday, April 24, 2013. The meeting was held in the board room.

II. ACTION

- 1. Approval of Minutes: M/S/C Thale/Drury to approve the minutes of the March 27, 2013 meeting as presented.
- 2. Resource Plan Committee Report: M/S/C Cantwell/Arce-Gomez to table this item.

Co-Chair White stated that the Resource Plan Report is an important document (part of the Educational Master Plan); the committee needs to make sure that it has thoroughly reviewed the document and that the plan aligns with the goals of the college. The consensus of the committee was that more time is needed to thoroughly review the draft plan. Committee member were asked to e-mail their suggested changes to the recorder in advance of the next committee meeting.

III. INFORMATION: no items

IV. DISCUSSION:

1. 2013-14 Program Review Budget

Director Fletes stated that some department put their requests for additional resources into the budget; the departments will be asked today to extract the requests for additional resources from the budget. Resource requests total \$3.4 million (taking out the \$6 million farm for the Ag Department) and some budgets are still missing. Next week, an updated budget will be presented including projected salaries and benefits. Salaries will be based on current contracts.

Becky Green from the Preschool addressed the committee regarding her request for district funding for positions at the Preschool which are losing grant funding. The positions were originally district funded but were shifted to grants to relieve the general fund.

Discussion:

- The committee needs to know which requests for additional resources are actual operating needs versus wish list items.
- The College is trying to do things separately (Program Review, Staffing, curriculum), and it makes the overall process complicated and confusing.
- > The committee does not have the expertise to prioritize the numerous resource requests.
- > Some department heads put in resources requests directly based on what faculty asked for.
- ➤ Everything should tie to the Educational Master Plan, therefore, the Resource Plan document that the Committee is considering should come before prioritizing resource requests.
- Staffing requests are mixed into the requests for additional resources; however, the Staffing Committee is only considering and ranking new positions.
- ➤ The list of resource requests is long because some departments justified any increases over their 2011-12 actual expenditures. Director Fletes stated that the budget instructions were to justify increases to overall 4000 or 5000 accounts. Departments had flexibility within the 4000 and 5000 accounts.
- Departments who need funds for basic operations should be the first priority.
- Some departments are just trying to get back t the 2011-12 funding levels while some are asking for more. The spenders are being rewarded.
- Director Fletes stated that the role of the committee needs to be clarified in terms of resource requests (e.g., who decides the level of funding, what gets funded). The Executive Council will also be discussing the requests for additional resources. Review of the Program Review budget should have already been done at the department level. His understanding is that the committee will set the boundaries for the resource requests and Executive Council will determine what requests are funded.

2. Unmet Needs

GASB 45: Director Fletes stated that the Colleges liability for it retiree benefits is about \$40 million (based on the last actuarial study), and is growing about \$2 million per year. The College needs to start putting money into a GASB 45 trust to reduce its liability. Dave Drury asked what other district do with their GASB 45 liability; Carlos Fletes will research and report back. Mary Jo Wainwright noted that not all districts offer lifetime medical benefits to its retirees.

Co-chair White stated that the College needs to consider all its unmet needs, which include increasing the reserve and funding capital outlay and GASB 45.

- V. Next meeting: Special meeting, Wednesday, May 1, 2013, 3:00 p.m.
- VI. Adjournment: Meeting adjourned at 3:00 p.m.