



Budget and Fiscal Planning Committee

September 30, 2009

Members Present:

√John Lau, VP for Business Services, Chair
_Dr. Victor Jaime, Administrative Representative
_Kevin White, Academic Senate President
_Dr. Michael Heumann, College Council Chair
√Eric Jacobson, Faculty Representative
√Dr. Lianna Zhao, Faculty Representative
√Carlos Fletes, Director of Fiscal Services
√Dawn Chun, CMCA Representative

Recorder: Mary Carter

_Betty Kakiuchi, CSEA Representative
√John Abarca, CSEA Representative
√Steven Sciaky, ASG Representative
√Dave Drury, Faculty Alternate
√Lisa Cross, CSEA Alternate
√Jessica Waddell, College Council Alternate
Non-Voting
_Kathy Berry, VP for Academic Services

Note: This meeting was digitally recorded and the mp3 file is available on the committee's web page.

Call to order: The special meeting of the Budget and Fiscal Planning Committee was called to order by John Lau, Vice President for Business Services at 1:30 p.m. in the Transfer Center.

ACTION:

1. Committee's recommendation to the Superintendent/President - 2009-10 Budget: **M/S/C Jacobson/Abarca (No: Fletes) to approve the 2009-10 Budget as presented, with no less than a 6.37% reserve. It was further recommended that budget tightening activities be continued.**

Discussion: VP Lau reported that he had talked to the union presidents about the budget situation, but has been informed that it is inappropriate to talk about wage issues outside of the negotiation process. The committee's recommendation on the budget cannot address labor issues either. VP Lau reported that the budget is being reviewed line item by line item, and meetings will be scheduled with budget managers if department budgets are higher than last year's actual expenditure amounts. The budget review is about half way complete, and some cost savings have been identified; however, there is still a tremendous budget deficit to address. VP Lau stated that he understands the limitations on the recommendation that the committee can make, but if reserves are used to balance this year's budget there will be no reserves available next year.

Carlos Fletes distributed a revised three year budget analysis that reflects the updated numbers, both cost savings found and additional expenses; the projected deficit is \$2.5 million. For 2010-11, projecting revenue and expense at the same level as 2009-10 (even though expenses will be higher, and revenue could potentially be lower), there will be no reserve. VP Lau stated that using reserves to balance the current year will leave the College with a deficit for next year and not available reserves.

A handout showing budget adjustments with net savings of \$229,999 was distributed. Mr. Fletes recommended that the College stay above a 5% reserve every year. He cautioned that the State will see the downward trend on the College's quarterly reports and will ask for an explanation. The College must be prepared to answer how the College is going to address having no reserves for next year. A plan for 2010-11 is needed because the College is going deeper into the red and there is no windfall

coming from the State. The College must have a plan to maintain at least a 5% reserve for every year; he cautioned that the committee's recommendation does not offer a plan for the college to maintain at least a 5% reserve every year.

VP Lau stated that department will be asked to cut 10%. In November, budgeting for 2010-11 will start, with departments being told to budget at 90% of their previous budget. Each vice president's area should have an overall 10% cut. The College will be looking at the services that are offered and will be asking "what do we want each program to accomplish?" VP Lau cautioned that there will not be reserve funds available to address mid-year cuts. Next year, the College will be in a fragile position.

Dave Drury stated that the motion being considered is not very responsible; it is not prudent to use all of the reserve funds to balance the budget.

John Abarca stated that he believed that there were still areas where savings could be found.

Dr. Zhao stated that she supported the motion, and the recommendation to continue to look at the budget; she stated that she was optimistic and hopefully that every area would be frugal.

Next Meeting: VP Lau stated that he would like to have the committee go through the Fiscal Health Risk Analysis worksheet (previously distributed and available on the committee web-site).

Meeting adjourned at 2:00 p.m.

3 year funding analysis, Sept 30, 2009, for discussion purposes

Unrestricted General Fund Only

	<u>08-09</u> Budget	<u>08-09</u> Actual	<u>09-10</u> Proposed Budget	<u>10-11</u> Proposed Budget
State Revenue	29,336,593	29,910,045	29,158,592	29,158,592
Local Revenue	7,872,525	7,824,460	7,902,806	7,902,806
Total Revenue	37,209,118	37,734,505	37,061,398	37,061,398
Cert Salaries	18,192,845	18,176,241	18,199,095	18,199,095
CL Salaries	7,390,139	7,045,887	7,154,398	7,154,398
Benefits	8,194,949	8,225,548	8,850,650	8,850,650
Supplies	1,008,269	725,353	751,197	751,197
Services	3,784,530	3,502,029	3,477,988	3,477,988
Capital Outlay	371,169	236,706	217,961	217,961
Total Expenses	38,941,901	37,911,764	38,651,289	38,651,289
Other outgo	920,983	920,917	849,000	849,000
Total Exp/other	39,862,884	38,832,681	39,500,289	39,500,289
Surplus/-deficit	-2,653,766	-1,098,176	-2,438,891	-2,438,891
Beginning Reserves	6,828,764	6,828,764	4,954,130	2,415,239
Prior year adjmts		-776,458		
Adjusted Beg Bal		6,052,306		
Ending Reserves	4,174,998	4,954,130	2,515,239	-23,652
% of unrestricted GF	10.47%	12.76%	6.37%	-0.06%
Adjustments to fund balance				
Retiree Vac Accrual			-100,000	
Total			-100,000	0
New projected reserves	4,174,998	4,954,130	2,415,239	-23,652
% of unrestricted GF	10.47%	12.76%	6.11%	-0.06%
New projected deficit	-2,653,766	-1,098,176	-2,538,891	-2,438,891

Imperial Valley College
09-10 Budget adjustments
September 30, 2009

Description	Fund	Org	Acct	Prg	+	-
Imperial County IT Agreement	11001	801	5620	6770		8,000
CSEA - travel	11001	107	5220	6600	842	
Public Relations Salaries	11001	104	2108	6790		3,648
Public Relations consulting	11001	104	56110	6790	4,500	
SLO coordination	11001	205	1270	6010		17,613
SLO coordination	11001	205	3111	6010		1,453
SLO coordination	11001	205	3331	6010		255
SLO coordination	11001	205	3411	6010		2,189
SLO coordination	11001	205	3511	6010		53
SLO coordination	11001	205	3611	6010		96
Beh/Soc Sc prof grwth	11001	221	2398	6190	575	
Exercise Sci SLO Coord	11001	241	1270	1200		31,226
Exercise Sci SLO Coord	11001	241	3111	1200		2,576
Exercise Sci SLO Coord	11001	241	3331	1200		453
Exercise Sci SLO Coord	11001	241	3411	1200		5,031
Exercise Sci SLO Coord	11001	241	3511	1200		94
Exercise Sci SLO Coord	11001	241	3611	1200		172
IT Programmers position	11001	508	2104	6780		53,520
IT Programmers position	11001	508	3220	6780		4,981
IT Programmers position	11001	508	3320	6780		3,318
IT Programmers position	11001	508	3340	6780		776
IT Programmers position	11001	508	3520	6780		161
IT Programmers position	11001	508	3620	6780		294
IT Programmers position	11001	508	3420	6780		12,456
Matriculation PT counseling	11001	905	1330	2200	3,503	
Matriculation PT counseling	11001	905	3110	2200	289	
Matriculation PT counseling	11001	905	3330	2200	51	
Matriculation PT counseling	11001	905	3510	2200	11	
Matriculation PT counseling	11001	905	3610	2200	19	
Admin Salary Adj	11001	103	1213	6730	1,820	
Admin Salary Adj	11001	201	1214	6010	3,879	
Evening Admin sal adj	11001	204	1212	6010		50,000
Admin Salary Adj	11001	301	1212	6010	4,985	
Admin Salary Adj	11001	371	1213	6010	2,473	
Admin Salary Adj	11001	443	1212	6010	8,430	
Admin Salary Adj	11001	501	1213	6120	1,669	
Admin Salary Adj	11001	508	1212	6120	2,691	
Admin Salary Adj	11001	801	1214	6720	3,879	
Admin Salary Adj	11001	901	1214	6310	8,320	
Admin Salary Adj	11001	907	1213	6960	6,175	
Admin Salary Adj	11001	931	1212	6460	9,413	
Admin Salary Adj	11201	902	1213	6200	3,475	
Admin Salary Adj	11301	903	1213	6420	3,148	
Librarian position	11001	501	1210	6120	84,202	

