



**Budget Committee**

AGENDA

September 23, 2020  
 11:00 A.M. ■ AD/SS 207

**Members:**

<b>Scott Stark - M - Co-Chair</b>		Rick Hrdlicka - M		Girija Raghavan - CS		
Anthony Castro - F		Joel Murphy - F		Sophia Zamora - ASG		
Abe Fulgham - CSEA		Romana Pires - F				

- **Review/Approve Minutes – Approve Minutes for 2-19-2020**
  
- **New Business**
  - Select Co-Chair
  - Budget Update

**Next Meeting: October 21, 2020**

## SBVC Budget Committee Meeting Minutes – September 23, 2020

Members:

Scott Stark – M – Co- Chair	X	Rick Hrdlicka - M	X	Girija Raghavan – CS	X	
Anthony Castro – F – Co-Chair	X	Joel Murphy - F	X	Sophia Zamora - ASG	X	
Abe Fulgham – C - CSEA	X	Romana Pires - F				Karol Pasillas - SS X

- **Review Minutes:**
  - Approved the minutes for February 19, 2020.
- **Old Business:** None
- **New Business:**
  - **Selection of Committee Co-Chair:**
    - Anthony Castro was nominated and selected.
  - **Budget Update**
    - The general fund budget is the main budget this committee reviews.
    - Reviewed the SBCCD Fiscal Year 2020-21 Final Budget Presentation.
      - SBCCD general fund budget for FY 20-21 based on the Student Funding Formula did not change.
      - District came up with a Best Case, Middle Case and Worst Case budget scenarios and are basing FY 20-21 budget on the Middle Case scenario.
      - No cost of living increases and no growth for FTE's.
    - State is deferring payments to colleges due to Covid-19 February – June and according to the State Chancellor's office, will be paid back during the months of July to November 2021.
      - Colleges are expected to borrow funds to keep operating. SBCCD is expecting to have enough funds to do inter-fund borrowing for the first deferrals, but if additional deferrals happen, it will cause a multi-year economic problem.
      - The state always has a shortfall of revenue for colleges every year and SBCCD budget reflects this every year in their Resource Allocation Model (RAM).
      - The state budget information is very fluid.
      - SBCCD plans to have no layoffs or furloughs, but a continuing worsening budget could change that.
        - There is a hiring freeze in place for certain vacant positions.
      - The District Office provides vital services to the colleges. The District Office does not earn revenue, so CHC and SBVC support these services with the revenue they earn.
        - For FY 20-21 the cost to support the district is 19.24% of revenue earned.
    - KVCR remains subsidized by the district and colleges.
      - The cost to support the District (as a % of revenue earned) has increased annually.
    - The SBCCD is saving on utility and other costs like supplies due to remote working and learning and lower operating costs of the campus.

- The District received 6 million from Federal and State CARES Funds.
  - 3 million was to help our students and was already distributed.
  - 3 million to help cover the cost of Covid-19 related items.
- Sophia asked if other categorical programs budgets will be affected. Most categorical program budgets were not affected for FY 20-21 but this could change in FY 21-22 if the state budget does not improve.
  - Promise program was affected. The district had to limit the number of students to 2,000 and are not sure if they can offer the program to new students next fiscal year.
  - The funds that were allocated for the Media Academy from the KVCR FCC sales was decreased immensely to help the Promise Program for FY 20-21.
- Scott to send out budget 101 information to members.

- **Adjourned: 12:12 p.m.**



## Budget Committee

### AGENDA

October 21, 2020  
11:00 A.M. ■ Zoom Meeting

**Members:**

<b>Scott Stark - M - Co- Chair</b>		Rick Hrdlicka - M		Girija Raghavan - CS		
Anthony Castro - F		Joel Murphy - F		Sophia Zamora - ASG		
Abe Fulgham - CSEA		Romana Pires - F				Karol Pasillas - SS

- **Review/Approve Minutes – Approve Minutes for 9-23-2020**
  
- **Old Business**
  - Budget Update
  - Budget Training
  
- **New Business**
  -

**Next Meeting: November 18, 2020**

*San Bernardino Valley College maintains a culture of continuous improvement and a commitment to provide high-quality education, innovative instruction, and services to a diverse community of learners. Its mission is to prepare students for transfer to four-year universities, to enter the workforce by earning applied degrees and certificates, to foster economic growth and global competitiveness through workforce development, and to improve the quality of life in the Inland Empire and beyond.*

## SBVC Budget Committee Meeting Minutes – October 21, 2020

Members:

Scott Stark – M – Co- Chair	X	Rick Hrdlicka - M	X	Girija Raghavan – CS		
Anthony Castro – F – Co-Chair	X	Joel Murphy - F		Sophia Zamora - ASG	X	
Abe Fulgham – C - CSEA		Romana Pires - F	X			Karol Pasillas - SS

- **Review Minutes:**
  - Approved the minutes for September 23, 2020. Romana abstained.
- **Old Business:**
  - **Budget Update**
    - The approved budget is tracking good and using CARES ACT funds to reimburse or pay for Covid19 related expenses.
  - **Budget Training**
    - Scott reviewed the budget appropriation and allocation power point that was sent out.
      - Most the SBCCD general fund allocation comes from the state and is based on FTES.
        - The state is giving colleges allowances on FTES for students who withdraw from classes for this fiscal year.
      - Scott went over the different way’s SBCCD receive revenues, how FTES are counted, and how the allocations are distributed between CHC, District and SBVC.
      - Once SBVC knows their allocation amount, they start their development budget and submits it to District sometime in March.
      - Districts combines CHC, District’s and SBVC’s budgets and puts a tentative budget to board in June.
      - Once the State’s budget is finalized, District will put a final budget to board in September.
      - We are always in budget development, budget management or budget close out/audits.
      - Reviewed what each object code series stands for.
      - Funds unspent during a fiscal year, goes into SBVC fund balance which is part of the District’s fund balance. Per board the District’s fund balance should be at 10% of annual expenditures. If the amount is over the 10%, SBVC can spend their funds, if it is under the 10%, SBVC funds are locked.
      - General funds are not sent back to the state, but some categorical funds are if unspent.
        - Categorical funds have strings attached on how they can be spent.
      - The state is still waiting on a stimulus to help with COVID19 expenses, so the District is still impacted by the deferral of payments.
      - Romana brought up that she read yesterday that the Community College System received a \$100 million donation. Scott said they do not know how theses funds will be distributed.
    - Reviewed the 2020-21 Ram Resource Allocation Model and that it has a best case, middle case and worse case scenarios. District is basing the budget off the middle case scenario.
      - CHC has a deficit of around \$4 million.
    - Committees members can send Scott an email with any questions they may have.
- **New Business: None**
- **Adjourned: 12:12 p.m.**



**Budget Committee**

AGENDA

November 18, 2020  
 11:00 A.M. ■ Zoom Meeting

**Members:**

<b>Scott Stark - M - Co- Chair</b>		Rick Hrdlicka - M		Girija Raghavan - CS		
Anthony Castro - F		Joel Murphy - F		Sophia Zamora - ASG		
Abe Fulgham - CSEA		Romana Pires - F				Karol Pasillas - SS

- **Review/Approve Minutes – Approve Minutes for 10-21-2020**
  
- **Old Business**
  - Budget Update
  - Budget Training
  
- **New Business**
  -

**Next Meeting: February 17, 2021**

*San Bernardino Valley College maintains a culture of continuous improvement and a commitment to provide high-quality education, innovative instruction, and services to a diverse community of learners. Its mission is to prepare students for transfer to four-year universities, to enter the workforce by earning applied degrees and certificates, to foster economic growth and global competitiveness through workforce development, and to improve the quality of life in the Inland Empire and beyond.*

## SBVC Budget Committee Meeting Minutes – November 18, 2020

Members:

Scott Stark – M – Co- Chair	X	Rick Hrdlicka - M		Girija Raghavan – CS	X	
Anthony Castro – F – Co-Chair	X	Joel Murphy - F		Sophia Zamora - ASG	X	
Abe Fulgham – C - CSEA		Romana Pires - F	X			Karol Pasillas - SS X

- **Review Minutes:**
  - Approved the minutes for October 21, 2020.
- **Old Business:**
  - **Budget Update**
    - Next year’s budget is still not certain.
      - Hire vacant positions that are on hold?
      - Romana asked if there would be layoffs, furloughs, or another early retirement incentive. As of right now Scott said there has been no discussion and is not part of the projected plan.
      - Anthony asked about adjunct, part-time and short-term positions. Scott said all these items are taken in for consideration when planning budgets.
      - \$53 million of the \$63 projected income is salaries and benefits.
    - No Federal stimulus yet.
    - The approved budget is tracking good and salaries are right on track.
      - Girija requested for the Classified Senate a breakdown of budgets for the 2 thousand series object codes. Scott to send to her.
  - **Budget Training**
    - Scott reviewed the District Budget Committee Meeting agenda for November 9 with the committee and will send out to the agenda and the zoom link so they can attend the meeting if they want.
      - District Budget Committee Meeting is a Brown Act Meeting, and anybody is welcomed to attend.
      - Budget Calendar for FY 2021-2022 was approved in the October board meeting.
      - District has a program review item on the agenda. SBVC Program Review Committee is reviewing the process this year and will not be asking for need forms. If there is Urgent/Emerging Need, the department can follow the instructions to request funds.
      - SBVC budget for FY 20-21 already considers the savings due to Covid19 for items like custodial supplies, utility costs, classroom supplies, etc.
      - Sophia asked if AB705 will affect SBVC. Scott said that the cost is already calculated into the budgets.
      - SBVC does not want to go below the break even cost for class FTE’s if possible.
        - How many adjunct is needed is determined by the number of classes SBVC offers and the full time faculty load.

- The Ram formula is to be brought back up in the District Budget Committee.
  - SBVC wants the portions to be based on FTE's, merits, growth if available and the number of students.
  - How to get CHC whole without hurting SBVC.
- Romana brought up that some students are trying to use their cell phones to attend the Zoom class and do the work, but cell phones are not set up for this. Scott to bring this up in the President's Cabinet Meeting to see if there are funds to purchase additional Chrome Books and Hot Spots for student. Need to make sure students are informed about the availability of these items.
  - Committee members can send Scott an email with any questions they may have anytime.
- **New Business: None**
- **Adjourned: 12:08 p.m.**





## Budget Committee

### AGENDA

February 17, 2021  
11:00 A.M. ■ Zoom Meeting

**Members:**

<b>Scott Stark - M - Co- Chair</b>		Rick Hrdlicka - M		Girija Raghavan - CS		
Anthony Castro - F		Joel Murphy - F		Sophia Zamora - ASG		
Abe Fulgham - CSEA		Romana Pires - F				Karol Pasillas - SS

- **Review/Approve Minutes – Approve Minutes for 11-18-2020**
  
- **Old Business**
  - Budget Update
  - Budget Training
  
- **New Business**
  - Development Budget

**Next Meeting: March 17, 2021**

*San Bernardino Valley College maintains a culture of continuous improvement and a commitment to provide high-quality education, innovative instruction, and services to a diverse community of learners. Its mission is to prepare students for transfer to four-year universities, to enter the workforce by earning applied degrees and certificates, to foster economic growth and global competitiveness through workforce development, and to improve the quality of life in the Inland Empire and beyond.*

## SBVC Budget Committee Meeting Minutes – February 17, 2021

Members:

Scott Stark – M – Co- Chair	X	Rick Hrdlicka - M	X	Girija Raghavan – CS	X		
Anthony Castro – F – Co-Chair	X	Joel Murphy - F	X	Sophia Zamora - ASG		President Rodriguez - Guest	X
Abe Fulgham – C - CSEA		Romana Pires - F	X			Karol Pasillas - SS	X

- **Review Minutes:**

- Approved the minutes for November 18, 2021.

- **Old Business:**

- **Budget Update**

- Reviewed Unrestricted General Fund Multi-Year Forecast for FY 20-21.
  - SBVC is on track for 1, 2 & 3's. For 4, 5, & 6's SBVC is a little under budget due to most employees being off campus.
    - The major savings in the 4, 5, & 6's is utilities.
    - SBVC is watching very closely the vacancies that have developed and not immediately hiring back those vacancies.
      - This includes savings from not having to hire so many adjuncts.
  - Joel asked about the non-teaching Distance Education positions and if there was committee that keeps track of the budgets so SBVC does not go over.
    - President Rodriguez stated that her and the VPs are talking weekly about the budget, the impact, and implications in Executive Cabinet meetings.
    - Rick informed the committee that there was a flyer for replacing DE position at District.
- Scott went over the CARES ACT Funding and how much funds were given for the student portion and the institutional portion.
  - The institutional portion is being used to cover any items related to Covid-19 that we normally would not have.
  - The student portion is given out immediately.
  - Romana asked if these funds are part of the general fund.
    - Scott stated that the CARES ACT funding is not included in the general fund and that the general funds does not include any funds for COVID related items.
  - This committee may ask questions about how to spend the funds, how much funds to hold for unexpected COVID issues and are welcomed to bring this information back to their constituencies for input.
  - These funds will be used to help SBVC be in compliance with OSHA and other related requirements once classes can be held on site.
  - President Rodriguez stated that she has asked the VPs to work with their departments to begin to come up with a list of anticipated items that fall within the COVID means.

- Once all is collected, the list will be shared in College Council where the constituent groups are represented for discussion.
- We need to keep some funds back for unexpected COVID related items.
- Romana asked if there are any funds allocated to online training and stipends for faculty and funds for student hotspots and Chrome Books. Are we using CARES ACT to cover the loss of a student getting AWS due to COVID in the FDA?
  - Scott stated that there are funds budgeted in the CARES ACT for this.
  - President Rodriguez replied that if any faculty knows of a student who needs a hotspot or Chrome Book to let their dean know so they can get the item(s) to the student.
  - Per Scott not yet, but our district is on hold harmless category with that state, which means the district will receive the same general fund revenue amount in FY 22 as FY 21 even if our FTES are down.
- Anthony asked if the new state budget proposed allocation had a big impact on our students at the campus?
  - Present Rodriguez responded back by saying that it is yes and a no.
    - Right now, we have CARES funding to purchase laptops and hotspots for our students and to help support new technology for our faculty due to COVID.
    - Some of the challenges are that the language has already been worked out on the proposal, what it can and cannot be used for, how much is going to each college and when the distribution will take place.
- Romana asked if Community Colleges will receive additional funding on the stimulus the Congress is working on. Scott thinks that we have received what we are going to receive.
- Joel asked where the funds are for faculty training are.
  - The funds are in the institutional portion for the CARES ACT funding.
- Romana asked if the faculty chairs could have a say in department needs, what is the process, deadline and can an email be sent out to department chairs.
  - Per Scott, it would go from the departments to deans, to VP's and then to the Executive Cabinet to review.
  - Division do not need to rank proposals.
  - President Rodriguez thinks we should have enough fund to cover all the needs due to COVID with the CARES ACT funding. If we do not, they will go back to the division or department to have a conversation.
    - Will have the VP of Instruction, Dina Humble send out an email to the department chairs.

○ **Budget Training**

- Management salaries are included in both Certificated and Classified salaries.
  - 1,000's is for Certificated salaries including adjunct, 2,000's are Classified salaries and 3,000's are benefits for all salaries.

- **New Business:**
  - **Development Budget**
    - The Governor proposed budget came out in January.
      - The state did not consider the last round for stimulus for COVID but since then, the state received a good amount from a Federal stimulus that was unplanned for, which helped the state budget.
      - The state budget is in flux right now.
      - Next week the campus will be receiving an email with the development budget memo and instructions.
        - Girija asked for the development budget for Grants to be sent to Joanna.
    - Scott discussed with the committee a state budget slideshow that was shown to the District Budget Committee and Board Budget Finance Committee.
      - Committee Colleges and K-12 are funded through Proposition 98.
        - Revenues greater than expected.
        - Budget will be maintained for FY 22, but we do not know about following fiscal years.
        - Revenue is up, so SBCCD is receiving a little bit more money.
        - Proposition 98 has formulas and tests to see who gets what.
        - The state is proposing a decrease in revenue deferrals to the CCd's.
          - The deferrals do not affect our overall budget, but it is a cash flow issue for the district.
          - District borrowing funds from other accounts to make up for this loss until the state repays.
        - The state is proposing a 1.5% Cola and .5% Growth.
          - SBCCD did not receive any Cola in FY 21.
          - State is proposing to reimburse K-12 districts for FY 21 but not for Community Colleges.
          - Most community colleges are struggling to capture FTES that they struggling to capture FTE that they originally budgeted for in FY 21. SBVC is a little behind still.
        - This proposal is not finalized. There is a lot of discussions and negotiations until the revised budget proposal in May.
      - Reviewed the on-time funding proposals for FY 22.
        - Zero-Degree Textbooks is related to Guided Pathways.
      - State is proposing for Facilities to start one new project and continue the 17 ongoing projects including our new CTE Building.
        - Division of State Architect reviewed and came back with some minor items to be fixed on the CTE Building plans. Still on schedule to be awarded in August or September of 2021.
      - Reviewed other state initiatives.
        - Employers' obligation to CalSTRS and CalPERS contributions will be less.
      - Romana asked if there will be funding to have classes back on campus, how it will be done and what percentage of students will come back to campus or keep taking online classes.
      - Regulatory agencies and attorney should be coming out with a return to campus requirements plan in the next few months.

- Scott stated that for onetime modifications and items they can use the CARES ACT funding but what is needed is undetermined. Does not know the answer about ongoing costs.
- President Rodriguez said that OSHA is getting ready to release requirements depending on your industry. We do not know what the impact to our current structures or to our new CTE building or the cost.
  - Does not how to get back to a class with 40 students or if we even can.
  - Once we know what is required, SBVC will get into a process of bring back employees and students strategically. Probably a phased back approach.
  - Preliminary research shows that most returning students want to be back on campus, but the new population of students like the online format.
- Scott to send out the slide presentation and a couple other documents to the campus including the Fiscal Services Budget update and other material to share with the committee's constituencies.
- Committee members can send Scott an email with any questions.
- Scott offered again to share budget information for any member constituent groups. Girija asked for Scott to do a presentation for the Classified Senate Meeting on Friday, February 19, 2021.
- **Adjourned: 12:20 p.m.**



**Budget Committee**

AGENDA

March 17, 2021  
 11:00 A.M. ■ Zoom Meeting

**Members:**

<b>Scott Stark - M - Co- Chair</b>		Rick Hrdlicka - M		Girija Raghavan - CS		
Anthony Castro - F		Joel Murphy - F		Sophia Zamora - ASG		
Abe Fulgham - CSEA		Romana Pires - F				Karol Pasillas - SS

- **Review/Approve Minutes – Approve Minutes for 2-17-2021**
  
- **Old Business**
  
- **New Business**
  - American Rescue Plan
  - Budget Update and Discussion

**Next Meeting: April 21, 2021**

*San Bernardino Valley College maintains a culture of continuous improvement and a commitment to provide high-quality education, innovative instruction, and services to a diverse community of learners. Its mission is to prepare students for transfer to four-year universities, to enter the workforce by earning applied degrees and certificates, to foster economic growth and global competitiveness through workforce development, and to improve the quality of life in the Inland Empire and beyond.*

## SBVC Budget Committee Meeting Minutes – March 17, 2021

Members:

Scott Stark – M – Co- Chair	X	Rick Hrdlicka - M	X	Girija Raghavan – CS	X		
Anthony Castro – F – Co-Chair	X	Joel Murphy - F	X	Sophia Zamora - ASG	X	Stephanie Lewis -G	X
Abe Fulgham – C - CSEA	X	Romana Pires - F	X			Karol Pasillas - SS	X

- **Review Minutes:**
  - Approved the minutes for February 15, 2021.
- **Old Business: None**
- **New Business: None**
  - **American Rescue Plan:**
    - Third round of Covid19 funding has been given and can be used through September 2023.
      - Third amount is approximately 12.5 million for Students and 12.5 million for Institutional.
        - First amount was approximately 3 million for Students and 3 million for Institutional.
        - Second amount was approximately 3.7 million for Students and 11 million for Institutional.
      - These funds cover any expenses related to Covid19.
      - Scott sent the committee the notification for the third round and asked for their input on what the funds should be used for.
        - Updates to the classrooms – Still waiting for information on what is going to be needed.
        - Upgrade all classrooms so they will have Zoom capability.
          - Big Bear and Rim of the World already set up for this in some classrooms.
          - Cost to upgrade would be around \$15,000 per a classroom.
          - Romana – This will need to be taken to the Union if the campus goes to more Hybrid classes.
        - Can use the institutional funds for student needs.
        - Riverside will be going back to 50% on campus and 50% online in the fall.
        - Need to distribute the information to students about the Hot Spots and Chrome Books available.
          - Some students do not have access to internet.
          - Have this information on a slide in the New Student Orientation.
          - Send out a flyer to all students about what SBVC is providing and doing for the students during this time. Fact sheet.
        - Reach out to High School students to inform them with how college classes work and how their structure is different from high school classes.
        - How much funds should be spent now and how much should be saved?
        - The committee is to email Scott with any other ideas, and he will be taking them to the next President Executive Cabinet Meeting on Thursday, March 18.

- **Budget Update:**
  - Reviewed the Resource Allocation Module for the middle case budget.
    - Cola will affect the base allocation and the amount SBCCD gets for each FTE. The amount for Cola could still change between now and May.
    - Adjunct faculty cost is around 11 million. This is based on the what the full-time faculty can teach, and their reassigned time compared to what sections are being offered.
      - SBVC efficiency (students to faculty per section, as a % of maximum student contact hours per section) is currently 76%.
  - Budgeting 101 – Target FTE for FY 21 is the same as FY 20 and SBVC is to get paid for this amount even if they do not meet it.
    - The amount paid for FTE's are not equal across the Student Funding Formula,
  - Rick raised the issue of funding for the Program Review that is happening right now.
    - Scott said that current non filled vacancies will be filled first and then growth position if funding allows.
    - Other requests will have to wait until the budget is completed and approved by the state and SBCCD.
    - If funds do become available, this committee will recommend an amount to spend from the general fund for one time program review needs.
  - Joel asked about the utility savings for FY 21 and Scott said it was already figured in for the FY 21 budget.

- **Adjourned: 12:02 p.m.**





**Budget Committee**

AGENDA

April 21, 2021  
 11:00 A.M. ■ Zoom Meeting

**Members:**

<b>Scott Stark - M - Co- Chair</b>		Rick Hrdlicka - M		Girija Raghavan - CS		
Anthony Castro - F		Joel Murphy - F		Sophia Zamora - ASG		
Abe Fulgham - CSEA		Romana Pires - F				Karol Pasillas - SS

- **Review/Approve Minutes – Approve Minutes for 3-17-2021**
  
- **Old Business**
  
- **New Business**
  - Budget Update and Discussion

**Next Meeting: May 19, 2021**

## SBVC Budget Committee Meeting Minutes – April 21, 2021

Members:

Scott Stark – M – Co- Chair	X	Rick Hrdlicka - M	X	Girija Raghavan – CS	X		
Anthony Castro – F – Co-Chair	X	Joel Murphy - F	X	Sophia Zamora - ASG		Stephanie Lewis -G	X
Abe Fulgham – C - CSEA		Romana Pires - F	X			Karol Pasillas - SS	X

- **Review Minutes:**
  - Approved the minutes for March 17, 2021.
- **Old Business: None**
- **New Business: None**
  - **Budget Update:**
    - Fiscal year 22 budget was submitted to Fiscal Services in March.
      - Scott had meeting yesterday to discuss SBVC’s budget expenses with Larry.
        - FY 21 was not a normal year due to moving to into emergency mode. FY 20 was a normal budget year.
        - We are on track with the budget for FY 21.
        - SBVC’s 5000 series for FY 22 are higher due to additional maintenance and repair cost to the older buildings.
        - The adjunct budget is around 11 million if we are going to try to hit the 10,700 FTE’s. There will be discussions about what the FTE target should be for FY 22.
          - Romana mentioned that our FTEs will go down if we have social distancing by six feet in the classrooms.
          - Stephanie explained that Hybrid classes are the traditional classes we have right now where the class meets once a month, and the rest is online. High Flex is where you have a meeting on campus and at the same time as Zoom class.
          - Romana stated that High Flex classes are more difficult to teach and there must be additional training for the faculty if it is approved to be done by the faculty union.
        - Rick’s department is working on turning all classrooms into Zoom capable.
          - It will cost around \$15,000 per a classroom and we have around 160 classrooms.
          - Rick explained how the system will work and that each faculty will have their own lapel microphone. Faculty will need training on the system.
          - Romana asked how we will meet the ADA accessibility needs.
  - SBVC is looking into if some of the CARES ACT funding can help pay for a new door locking system with proximity cards.
  - Scott to send out to the committee the meeting information for the Board Study Session in May where they are review FY 22 budget.

○ **Discussion:**

- Scott asked the committee for their input on the reopening in August.
  - The plan is based on orange terms right now, but there is very little difference between orange and yellow for higher education.
  - Everybody will be required to wear a mask and 6 ft distancing.
  - It is impossible to have sanitization between classes. We do not have the staffing for this. CARES Act funding will hire additional custodians to do the sanitization every evening after all classes have finished.
  - One approach SBVC is looking at is like the grocery stores and gyms are doing. Having wipes by the door for those who want to take one and wipe down their area.
    - Stephanie recommended that sanitization procedures be put into the syllabus.
      - Romana is concerned about student conflicts over sanitization and by mandating this it would put faculty in positions of having to ensure those mandates and she does not feel right about doing this.
        - Reviewing this at cabinet level and Scott Thayer is reviewing the protocols and sequences for faculty and staff to be instructed and trained on.
        - There will be written steps to follow for disruptive students.
        - If district police are contracted, you cannot dictate how they handle the situation. This conversation is ongoing right now and there will be instructions on this.
          - Romana is concerned with how sensitive everything is right now.
          - Emotions are running high right now.
      - Have students sign a disclaimer/liability waiver who are coming to campus. This would have to be run by legal.
    - Scott will bring up the above and making the wipes mandated versus a personal choice to the committee working on reopening.
  - Joel asked why SBVC has not been a used for a vaccination site and Stephanie second this.
    - Scott said he will bring this up to the district.
    - The district is not mandating that students or staff must have the vaccination to return to the campus.
    - Romana said that she does not think you can mandate vaccines because they are experimental and that it was against the law.
  - Romana said that she does not think that she can last two minutes with a mask and asked if she could wear a shield instead.
    - Scott said that shields do not prevent the virus from going into the air like masks do.
    - Employees and students will be required to wear masks unless there is a medical reason. Romana said she investigated this and that it is next to impossible to get.
  - There will be signage around the campus for students and employees informing them of the rules due to Covid.
  - Restrooms will have the signs on the doors and different place reminding of hand hygiene, wearing a mask and the other rules. Individuals are responsible for following the rules.
    - Putting paper towels back in every restroom for during this time.

- There will not be any monitoring of the restrooms and they will only be sanitized once a day in the evening.
- High traffic areas will be sanitized once a day, but individual offices or cubicles will not be.
  - Will be providing sanitization wipes for employees to use.
- Romana asking if we do have another shut down or get moved into another tier what will happen and if possible, to have something put in every schedule letting students know that if we are moved into another tier the class could become remote only.
  - Soctt said the reopening plan is not prescriptive down to answer all detailed questions. It is fluid due to things can change quickly.
  - The only change for SBVC between the red, yellow, and orange tiers is if we are operating on campus at 50% or remote.
- Girija asked what the plan for office staff is.
  - Scott said that each manager will be reviewing for all their departments what is needed to meet the operational needs of the campus, complaining with the Covid rules and safety of the employee.
- The committee is to email Soctt if they have any additional concerns or input.

- **Adjourned: 12:05 p.m.**



## Budget Committee

### AGENDA

May 19, 2021  
11:00 A.M. ■ Zoom Meeting

***Members:***

<b><i>Scott Stark - M - Co- Chair</i></b>		Rick Hrdlicka - M		Girija Raghavan - CS		
Anthony Castro - F		Joel Murphy - F		Sophia Zamora - ASG		
Abe Fulgham - CSEA		Romana Pires - F				Karol Pasillas - SS

- **Review/Approve Minutes – Approve Minutes for 4-21-2021**
  
- **Old Business**
  
- **New Business**
  - Budget Update and Discussion

**Next Meeting: September 15, 2021**

## SBVC Budget Committee Meeting Minutes – May 19, 2021

Members:

Scott Stark – M – Co- Chair	X	Rick Hrdlicka - M	X	Girija Raghavan – CS	X		
Anthony Castro – F – Co-Chair	X	Joel Murphy - F	X	Sophia Zamora - ASG		Stephanie Lewis -G	X
Abe Fulgham – C - CSEA	X	Romana Pires - F	X			Karol Pasillas - SS	X

- **Review Minutes:**
  - Approved the minutes for April 21, 2021, with correction to spelling of Romana.
- **Old Business: None**
- **New Business: None**
  - **Budget Update:**
    - The Governors May revised budget was sent out to the committee to review and to discuss.
      - The updated budget is loaded with lots of one-time funding.
      - Community Colleges budgets are increasing for FY 22.
        - 4.5 % increase for Cola which affects our base budget and the amount per FTE’s.
        - The Student Success Supplemental is also increasing for some areas.
        - The employer burden for STRs and PERs is no longer going to be reduced.
        - Romana asked if the colleges were still being held harmless for FY 22 and if the 10% increase for online classes is part of the growth.
          - Scott stills needs to find out more information on this, but he thinks growth will be based on the hold harmless number and the 10% increase for online classes are not part of the growth. He is not sure if the 10% increase is from where SBVC is right now and if it is, he does not know how SBVC will meet that requirement.
        - The state is also paying down all the deferrals.
      - Stephanie stated that we now know that there are some students that prefer the hands-on classes and she asked if SBVC knows where the balance of online classes verse in person classes is and will be.
        - Scott says he does not know except that the state does not want us to go back to very little remote classes.
      - SBVC is trying to regain FTEs they lost during Covid, but it is going to be a stretch to do that and try for any additional FTEs.
        - Joel stated that SBVC loses students when the economy is growing and gains them when the economy is down. He wanted to know if this was part of why FTES may go up.
          - Scott stated that SBVC has pivoted a lot towards the digital environment.
          - Cyber classes and CTE programs are going to be a big draw for students.
      - Romana asked about the funds for building student housing.
        - It is part of the vision for the new property that SBVC is trying to purchase.

- There was a campus wide request to provide input on what SBVC's vision is for the property across street. Parking, student housing, mixed retail stores and food places where the community and student can hang out, a large conference center, academic space, and a sporting area to host sporting events.
  - Romana asked if the college has a say or will the board have the last say on what the property is used for. Scott stated that the college will provide the primary design input, however, the board will have the last say.
  - If we do not purchase this property, SBVC will have to build the multi-story parking structure in parking lot 8.
  - Board should decide whether to start the negotiations to purchase the property at the June board meeting.
  - Joel asked if there was a study done on the fault line for the property. There has been a study done and where the fault line is, we would have to have parking there.
- SBCCD had a bigger deficit before the Governors May Revised came out. Scott was trying to figure out how to decrease SBVC's budget without hurting any programs.
  - Scott stated that this information was just received and there has not been any discussion on how this will play out.
  - Romana asked if SBVC is once again going to have to pay for CHC deficit which is only increasing and when will our college take a stand.
    - SBVC is maintaining stand by insisting on the 70% of the district wide funding and that CHC's deficit cannot be solved by using general funds since it would hurt SBVC.
      - One idea to clear up CHC's deficit is to have funds from another endowment that they can draw from every year to balance.
      - Rick stated the only way to fix their problem is to reduce the number of staff they have and to stop hiring.
  - Girija asked about the concern that was brought up in the District Budget Committee about district's budget.
    - Scott stated that he analyzed the raising district expenses, and all were legitimate. If SBVC must reduce their budget, district will also need to reduce theirs.
  - SBVC has significant funding for Covid related expenses, and we are going to trying to use some of these funds to regain FTEs which may include adjunct salaries.
    - Stepanie asked what we are doing to increase or accommodate the faculty?
      - Scott said that it must be negotiated with their union.
      - Faculty loads are fairly fixed which include reassigned time.
      - Romana stated that union is taking stand on the high flex hybrid classes and saying that it is doubling the workload of the faculty.
    - M&O is spending funds for the reopening in August.
    - EW grades are because of Covid. If you take the data of the EW grades and designed the marketing campaign around it, would the adjunct salaries be able to come from Covid funding than? Scott to take this question to the next president cabinet meeting.
      - Adjunct faculty budget is one of the biggest budgets for the campus, but you cannot reduce the adjunct budget unless you reduce the number of sections.

- Joel asked about the reserve account and stated that some faculty think that SBCCD is putting tons of funds into it.
  - Scott replied that every year SBCCD has a deficit, funds come from the reserve to make up that deficit. The reserve was under 3% last time he looked and that makes it under the required 5%.
    - We cannot keep drawing from the reserve to balance the budget.
- Abe asked how SBVC is going to afford to purchase the property if we cannot balance the budget right now.
  - The property is not being purchased with general funds, but the ongoing cost of maintaining the property would be an issue. Additional FTEs would help pay for it.
- Joel asked if there was a Strategic Planning Committee and stated that it needs to be small.
  - Scott said it used to be the District Assembly, but it was disbanded and now there are different group of committees.
- Romana brought up that classified staff and faculty are being encouraged to work from home from since the beginning of the year, so she wanted to know if SBVC would have saving from utilities.
  - Saved in for FY 21 from utilities, but now that students will be back on campus. It will not make a difference if there are 10 students or 30 students in classroom, the cost would be the same.
- Abe asked if KVCR has been taken away from the general funds budget yet.
  - They are still pulling funds away from the colleges.
- Abe asked if district is going to offer a golden handshake. Nothing has been mentioned yet.
- Scott asked that the committee fill out the evaluation survey for this the Budget Committee.
- Romana asked how California new regulations would impact the classes.
  - We are still waiting to see what the San Bernardino County of Health regulations will be.
  - SBCCD has a flexible reopening plan.
  - Stephanie stated that vaccinations may change everything once it is no longer considered emergency issued.
    - There has been a lot of talk about making the vaccination a requirement once it is no longer considered emergency issued. We do not know where this is heading yet and is a huge issue.
- **Discussion: None**

- **Adjourned: 12:01 p.m.**