



Budget Committee

AGENDA

September 17, 2014
11:30 A.M. ■ AD/SS 207

Members:

<i>Scott Stark - M</i>		<i>Raise Jakpor - F</i>		<i>Mike Powell - F</i>		<i>Lyndsie Zincola - S</i>	
<i>Stacy Garcia - C</i>		<i>Sergio Mendoza - S</i>		<i>Roger Powell - F</i>		Cecilia Huston - G	
<i>Laura Gowen - C</i>		<i>Dr. Ed Millican - M</i>		<i>Tatiana Vasquez - F</i>		Karol Pasillas - SS	

- **New Business**
 - FY 14-15 Budget Review

 - Review SBVC Fund Balance
 - Reserve vs Use

 - Accreditation Report

Next Meeting: October 15, 2014

SBVC Budget
Committee Meeting
Minutes - *Draft*

9-17-14
11:35 a.m.-12:50 a.m.
AD/SS 207



Members Present:

Laura Gowen, Edward Millican, Roger Powell, Scott Stark, Tatiana Vasquez

Attendees: *Karol Pasillas*

Topic:

Discussion:

Comments

The Financial section of the SBVC Accreditation Report was distributed. Scott requested the committee to review the section and evidence. The reason for the review of the section is that the Accreditation Team could interview anyone on the committee about it. Scott said that if anyone had questions to call or email him.

The Final Budget Fiscal Year 2014-2015 book was distributed to each member. Scott talked about the Resource Allocation Model (RAM), which shows funding, expenses and remaining balances for Fiscal Year 14 and 15. The SBVC allocation is less for FY 15, regardless of increased SBCCD revenue due to the resource allocation model shift from 70% SBVC - 30% CHC to 68.76% SBVC - 31.24% CHC and the assessments by the SBCCD increased. Expenditures for SBVC increased from \$41,116,546 to \$42,757,682 for FY 15 due to salary raises, step and column, benefit increases, and increases to contract services and utilities. The President will address the issues in the President's Open Forum on September 18, 2014.

In order for SBCCD to have a balanced budget, a selective hiring freeze was implemented. During a Chancellor's Final Budget Meeting, both colleges submitted their critical hire list. Of the 29 unfilled positions for SBVC, only 19 were approved. The remaining 10 positions were placed on Administrative Hold. Administrative Hold means that the position still exists but there is no funding for the position. The Chancellor added additional funding to both colleges budgets to help fund the approved positions. In the last Board Study Session, it was communicated that this funding will continue through the Multi-Year Resource Allocation Forecast budgets of FY 15 to FY 20.

Scott presented the FY 14 ending SBVC fund balance report. The report showed SBVC had additional funds that were not counted for in the original beginning balance. The additional funding came from reimbursements as well as other unexpected revenues. The SBVC fund balance for FY 14 paid \$687,000 for urgent/emerging needs and \$5,327,470 for the GASB pay off. The GASB payoff pays only all current employees post retirement costs. SBVC will still need to pay yearly on any new employees hired.

The SBCCD fund balance is directed by the Board of Trustees to maintain a minimum of 15% of annual expenditures. The SBVC FY 15 fund balance is forecasted at \$3.2 million, which is currently not part of the Districts 15%. Scott discussed the FY 14 approved program review priorities that were not to exceed \$1M. Some of these priorities have already been funded through the Bond Program or the Instruction Equipment Block Grant but there is still approximately \$747,000 unfunded.

Scott entertained a motion to re-approve the recommendation of expenditures that are still unfunded to be funded by the SBVC Fund Balance for FY 15. Millican motioned, R. Powell second.

Discussion followed, and Millican amended the motion to approve funding from the SBVC Fund Balance for one time Program Review priorities that were approved last FY 14 by the College Council if the Bond Program or the Instructional Equipment Block Grant did not already fund the priorities. R. Powell second, and the committee voted as follows:

AYES: Stark, Millican, Gowen, R. Powell, Vazquez

NOES: None

ABSENT: Garcia, Jakpor, Mendoza, M. Powell, Lyndsie, Mendoza

ABSTENTIONS: None

Motion carried.

Millican hoped that all appointed attendees for District Budget Committee (DBC) Meeting would be attending on Thursday, September 18, 2014. He wants to do a motion for the DBC to appoint a task force to examine the 15% reserve amount. He wants them to either justify it or show that it could be decreased. He thinks the board members are receptive to this idea. The 15% reserve amount is for the general-purpose government areas and there is no reason why SBCCD should be held to that standard when they are only required to have a reserve of 5%.

If the reserve falls below the required 15%, it must be restored. SBVC would be required to put back \$.69 for every dollar and CHC would be required to put back \$.31 for every dollar.

Vazquez brought up that there is a legislative bill (State Assembly) moving forward that will be voted on in November to cap the amount a district can have for reserves at 10%. If a district wants to go over this maximum cap amount, they would be required to send a waiver to the state and the state would have to approve it.

The other issue Millican wants the DBC to address is why the SBCCD took a higher assessment for FY 15. The College Brain Trust Report stated that the SBCCD should not be taking their funding percentage off the top of all income and then divides the rest between CHC and SBVC unless they show accountability. The Brain Trust Report also stated that the SBCCD needs to be more transparent and that they are to account for all their positions and spending. SBVC is still waiting to see this report.

Millican thinks that the 15% reserve and the SBCCD taking a higher assessment are the main funding issues for SBVC. SBVC has always thought that they were in competition with CHC but they need to realize on these two issues, CHC and SBVC are on the same side. SBVC should not be mad at CHC because they spent their Reserve Funding when they did not. CHC did what SBVC should have done.

Adjourned

R. Powell motioned to adjourn at 12:50pm and Gowen second



Budget Committee

AGENDA

October 15, 2014
11:30 A.M. ■ AD/SS 207

Members:

<i>Scott Stark - M</i>		<i>Laura Gowen - C</i>		<i>Mike Powell - F</i>		Dr. Celia Huston - G	
<i>Ferny Arana - S</i>		<i>Dr. Raise Jakpor - F</i>		<i>Dr. Roger Powell - F</i>		Karol Pasillas - SS	
<i>Stacy Garcia - C</i>		<i>Dr. Ed Millican - M</i>		<i>Tatiana Vasquez - F</i>			

- **Review/Approve Minutes**
- **Old Business**
 - Budget Committees input to the District Budget Committee
 - Regarding Fiscal Services forthcoming presentation on Fund Balance
- **New Business**
 - Budget Committee Involvement in Development Budget
 - This year instead of just reviewing the Fund Balance, committee needs to be involved in the developmental budget. Review budget calendar and discuss potential involvement activities.
 - Budget Committee Sharing Information and Training
 - Review constituents of each member and how we will report back. Put plan in place. Discuss ways for budget committee to train staff and managers in budget and budget issues
- **Round Table**

Next Meeting: November 19, 2014

San Bernardino Valley College provides quality education and services that support a diverse community of learners

Members:

Scott Stark – M – Co- Chair		Laura Gowen - C		Mike Powell - F		Dr. Celia Huston - G	x
Dr. Roger Powell – F – Co-Chair	x	Dr. Raise Jakpor - F		Tatiana Vasquez - F	x	Karol Pasillas - SS	x
Stacy Garcia - C		Dr. Ed Millican - M	x				

Topic:

Discussion:

Review Minutes

Will review the minutes for 9-17-14 and approve on 11-19-14.

Old Business

1. Jose Torres will be giving a presentation on the SBCCD 15% reserve at the DBC on 10-16-14. Ed restated his intention to do a motion for the DBC to appoint a task force to examine the 15% reserve amount and to question why SBCCD had a higher assessment for FY 15. The BC would like an answer to this question: “If the reserve is not being used to keep from reducing the number of classes available to students during hard times, what is its purpose?”
2. The BC discussed why only CHC and SBCCD received additional funding if both SBVC and CHC had growth and why does SBVC and CHC have to save additional funding in FY 15 but SBCCD does not. Ed brought up the Brain Trust Report again and he thinks that there should be three entities considered in the budget formula instead of two.

New Business

1. The BC wants to be involved in the development budget process but they need to:
 - a. Understand how being involved goes with the BC charge
 - b. Examine the development budget process and its timeframe
2. BC discussed if Program Review should know how much funding there is before they prioritize. Roger mentioned that it could cause Program Review not to look at the quality of the program but at the requested amount instead.
3. The committee discussed the following position issues:
 - a. Eliminations/Admin Holds
 - b. How the fund balance cannot fund positions
 - c. Why CHC fills positions and runs a deficit but SBVC eliminates or puts them on Admin hold to preserve funding
 - d. If positions should be transferred from CHC to SBVC in order for CHC not to have a deficit and SBVC fallout to be minimal
 - e. CHC has the correct number of positions for its size
 - f. SBVC process on position control nor their way of thinking are working correctly
 - g. How does SBVC get from being under staffed to over (Still needs to be addressed)
4. BC will inform other campus committees about budget matters and gather ideas from other committees on how the BC can improve communication and what other budget matters committees may want the BC to address.

Adjourned

12:35p.m.



Budget Committee

AGENDA

November 19, 2014
 11:30 A.M. ■ AD/SS 207

Members:

Scott Stark – M – Co- Chair	<i>Laura Gowen - C</i>	<i>Vanessa Osorio - S</i>	Karol Pasillas - SS	
Dr. Roger Powell – F – Co-Chair	<i>Dr. Raise Jakpor - F</i>	<i>Mike Powell - F</i>		
<i>Stacy Garcia - C</i>	<i>Dr. Ed Millican - M</i>	<i>Tatiana Vasquez - F</i>		

- **Review/Approve Minutes**

- **Old Business**
 - Ed to Report on the Presentation at the DBC on the 15% Reserve
 - BC Involvement in Development Budget
 - BC Sharing Information and Training

- **New Business**
 - Review of AP 6200 and 6300

- **Round Table**

Next Meeting: December 17, 2014

San Bernardino Valley College provides quality education and services that support a diverse community of learners



Budget Committee

AGENDA

December 17, 2014
11:30 A.M. ■ AD/SS 207

Members:

<i>Scott Stark – M – Co- Chair</i>	<i>Laura Gowen - C</i>	<i>Vanessa Osorio - S</i>	<i>Karol Pasillas - SS</i>	
<i>Dr. Roger Powell – F – Co-Chair</i>	<i>Dr. Raise Jakpor - F</i>	<i>Mike Powell - F</i>		
<i>Stacy Garcia - C</i>	<i>Dr. Ed Millican - M</i>	<i>Tatiana Vasquez - F</i>		

- **Review/Approve Minutes**

- **Old Business**
 - BC Involvement in Developmental Budget
 - Budget Calendar
 - BC Sharing Information and Training

- **New Business**
 - Review of AP 6200
 - Accreditation Goals/Action Plan
 - Review Budget Committee Charge

- **Round Table**

Next Meeting: January 21, 2014

San Bernardino Valley College provides quality education and services that support a diverse community of learners



Budget Committee

AGENDA

January 8, 2015
11:30 A.M. ■ AD/SS 207

Members:

<i>Scott Stark – M – Co- Chair</i>	<i>Laura Gowen - C</i>	<i>Vanessa Osorio - S</i>	<i>Karol Pasillas - SS</i>
<i>Dr. Roger Powell – F – Co-Chair</i>	<i>Dr. Raise Jakpor - F</i>	<i>Mike Powell - F</i>	
<i>Stacy Garcia - C</i>	<i>Dr. Ed Millican - M</i>	<i>Tatiana Vasquez - F</i>	

- **Review/Approve Minutes**

- **Old Business**
 - BC Involvement in Developmental Budget
 - Budget Calendar
 - BC Sharing Information and Training

- **New Business**
 - Review of AP 6200
 - Accreditation Goals/Action Plan
 - Review Budget Committee Charge

- **Round Table**

Next Meeting: January 21, 2015

San Bernardino Valley College provides quality education and services that support a diverse community of learners



Budget Committee

AGENDA

January 21, 2015
11:30 A.M. ■ AD/SS 207

Members:

Scott Stark - M - Co- Chair	<i>Dr. Raise Jakpor - F</i>	<i>Vanessa Osorio - S</i>	<i>Tatiana Vasquez - F</i>	
Dr. Roger Powell - F - Co-Chair	<i>Mark Merjil - M</i>	<i>Karol Pasillas - C</i>		
<i>Laura Gowen - C</i>	<i>Dr. Ed Millican - M</i>	<i>Mike Powell - F</i>		

- **Review/Approve Minutes**

- **Old Business**
 - BC Involvement in Developmental Budget
 - Budget Calendar
 - BC Sharing Information and Training

- **New Business**
 - Review of AP 6200
 - SBVC Budget Review/Update 14-15
 - State Budget Update

- **Round Table**

Next Meeting: February 18, 2015

San Bernardino Valley College provides quality education and services that support a diverse community of learners

Members:

Scott Stark – M –Co-Chair	x	<i>Dr. Riase Jakpor - F</i>	x	<i>Mike Powell - F</i>		Dr. Celia Huston - G	x
Dr. Roger Powell – F–Co-Chair	x	<i>Dr. Ed Millican - F</i>	x	<i>Tatiana Vasquez - F</i>	x		
<i>Laura Gowen - C</i>	x	Karol Pasillas - C	x				

Topic: **Discussion:**

Review Minutes The BC approved the minutes from September 17, 2014 and October 15, 2014.

- Old Business**
1. Scott presented the development budget calendar for Fiscal Year 16.
 - a. The BC decided that additional meetings would be necessary in order to be prepared for questions and to share information about the budget and the development process with other committees and groups.
 2. The BC voted to change the committee meeting time to 11am - 12pm starting the next scheduled BC meeting.

- New Business**
1. The BC review AP 6200. The only change that the BC recommended was to E-3(in parentheses): *The budget development processes, which initially takes place in the **District Strategic Planning and Budget Committees**, includes consultation with appropriate groups (at all sites) and ultimately will be recommended to the Chancellor. The Chancellor will make a recommendation to the Board of Trustees.*
 2. Scott updated the BC on the SBVC site budget for Fiscal Year 15.
 - a. What sources SBVC receives their unrestricted revenue from.
 - b. How SBVC fund balance works.
 - c. After California’s state Fiscal Year 14 reconciliation, SBVC will receive approximately \$390,000 for one occasion. These funds will go into SBVC fund balance.
 - d. Roger asked for some of the \$390,000 to be used to purchase the software/program upgrade the Financial Aid Department needs to process student financial aid applications more efficiently. Scott thinks that Financial Aid has already received the funds for the software/program upgrade and will let the BC know the next meeting.
 - e. The BC can make recommendations to CC for expenditures from the SBVC fund balance.
 3. Scott presented information on the proposed California State Budget for Fiscal Year 16.
 - a. The growth amount will not change the districts growth base formula on how funds are distributed.
 - b. How California’s Greatest Un-meet Needs Model is not working.
 - c. COLA revenue will increase the rate per FTES and will increase the base allocation for SBVC. These funds may be used to cover salary increases, increase cost of benefits or other district/campuses needs.
 - d. The base allocation should also increase for Fiscal Year 16 but the district does not know the positive financial impact yet.
 - e. The state is calling Fiscal Year 16 a “Banner Year” because they are going to reduce deferrals; which means colleges will get their funds on time instead of an IOU slip.

Adjourned 12:30p.m.



Budget Committee

AGENDA

February 4, 2015
11:00 A.M. ■ AD/SS 207

Members:

<i>Scott Stark – M – Co- Chair</i>	<i>Dr. Riase Jakpor - F</i>	<i>Vanessa Osorio - S</i>	<i>Tatiana Vasquez - F</i>
<i>Dr. Roger Powell – F – Co-Chair</i>	<i>Mark Merjil - M</i>	<i>Karol Pasillas - C</i>	
<i>Laura Gowen - C</i>	<i>Dr. Ed Millican - F</i>	<i>Mike Powell - F</i>	

- **Review/Approve Minutes** – January 21, 2015

- **Old Business**
 - Informational Meetings to Campus – Dates/Times/Places

- **New Business**
 - Accreditation Goals/Action Plan
 - Review Budget Committee Charge
 - Campus Processes
 - 2015 Developmental Budget Review-continued
 - Preliminary Projections
 - Fund Balance Report

- **Round Table**

Next Meeting: February 18, 2015

San Bernardino Valley College provides quality education and services that support a diverse community of learners

Members:

Scott Stark – M –Co-Chair	x	<i>Dr. Riase Jakpor - F</i>	x	Karol Pasillas - C	x	Dr. Celia Huston - G	x
Dr. Roger Powell – F–Co-Chair		<i>Dr. Ed Millican - F</i>	x	<i>Mike Powell - F</i>			
<i>Laura Gowen - C</i>	x	<i>Vanessa Osorio - S</i>		<i>Tatiana Vasquez - F</i>	x		

Topic:

Discussion:

Review Minutes

The BC approved the minutes from January 21, 2015.

Old Business

1. The BC is preparing to share information about the budget and the development process with other committees and groups.

New Business

1. Scott spoke about the new parking structure.
 - a. How to fund the construction before additional bonds are sold.
 - b. Overtime raising parking fees to the state maximum would help cover the cost of the construction.
 - c. Celia asked if there was a way to expand current parking lots to add one or two more parking rows.
 - d. SBVC will be adding a new parking area for staff behind KVCR but will take away the same number of staff parking slots from a different lot.
2. The Accreditation Goals/Action Plans for the Financial Resources Actionable Improvement Plan was reviewed.
 - a. The committee needs to be aware of the whole document.
 - b. Committee members need to stay on top of what is required for the BC in the documents.
 - c. Scott will send out the Financial Resource section to the committee.
3. The committee reviewed the current SBVC Planning Model. A new model is being completed that includes the BC.
4. The BC Charge was reviewed in order for the committee to better understand their role and what is expected of them.
 - a. The Co-Chair needs to represent the BC at CC.
5. The SBVC Campus Needs Funding Process was presented.
 - a. Where does the BC fit into this process?
 - b. This committee is not needs focused. We focus on what and how much funds are available to cover the needs.
6. Preliminary projections model will be changing for SBCCD in FY 16.
 - a. SBVC will be fully funded for their targeted FTES.
 - b. Fully fund any State Growth for SBVC and CHC equally.
 - c. Any additional growth would go to CHC.
 - i. SBCCD is going to fund CHC deficit from their fund balance without tapping into SBVC fund balance in hopes the additional growth funding will pull CHC out of their deficit.
 - d. Ed would like to report on this in his next division meeting and asked Scott to provide any information he can on the new allocation plan.

Adjourned

12:00p.m.



Budget Committee

AGENDA

February 18, 2015
11:00 A.M. ■ AD/SS 207

Members:

<i>Scott Stark – M – Co- Chair</i>	<i>Dr. Riase Jakpor - F</i>	<i>Vanessa Osorio - S</i>	<i>Tatiana Vasquez - F</i>
<i>Dr. Roger Powell – F – Co-Chair</i>	<i>Mark Merjil - M</i>	<i>Karol Pasillas - C</i>	
<i>Laura Gowen - C</i>	<i>Dr. Ed Millican - F</i>	<i>Mike Powell - F</i>	

- **Review/Approve Minutes** – February 4, 2015

- **Old Business**
 - Informational Meetings to Campus – Dates/Times/Places

- **New Business**
 - Accreditation Goals/Action Plan – Review Continued
 -
 - 2015 Developmental Budget Review-continued

- **Round Table**

Next Meeting: March 4, 2015

Members:

Scott Stark – M –Co-Chair	x	<i>Dr. Riase Jakpor - F</i>	x	<i>Vanessa Osorio - S</i>		<i>Tatiana Vasquez - F</i>	
Dr. Roger Powell – F–Co-Chair	x	<i>Mark Merjil - M</i>	x	Karol Pasillas - C	x	Dr. Celia Huston - G	x
<i>Laura Gowen - C</i>	x	<i>Dr. Ed Millican - F</i>	x	<i>Mike Powell - F</i>			

- | | |
|-----------------------|---|
| <u>Topic:</u> | <u>Discussion:</u> |
| Review Minutes | The BC approved the minutes from February 4, 2015 with a discussion about the amount of growth that will be funded for each college and that SBVC will be fully funded. |
| Old Business | 1. The BC is still sharing information about the budget and the development process with other committees and groups. |
| New Business | <ol style="list-style-type: none"> 1. Ed discussed the Districts Accreditation Action Plan Recommendation #3 and how the College Brain Trust Reports goes with this action. <ol style="list-style-type: none"> a. Scott will send out the College Brain Trust Report to the BC. b. The BC wants a communication drafted to the DBC for them to ask the district how they determine the amount they need to operate and to be more transparent for FY 16. c. Scott will present some of the BC issues to the DBC on February 19, 2015 and report back to the BC. d. Scott will draft an email to Jose Torres letting him know what the BC expectations are for this development budget year 16 and send it out for the budget committee to review. 2. Mark was informed about the BC and the DBC and asked if he would be willing to serve as the SBVC representative to the DBC. 3. Scott reviewed how SBVC did not receive funding for all of their FTES for FY 15. <ol style="list-style-type: none"> a. The new allocation model for FY 16 is being looked at for FY 15. If the new allocation module were used for FY 15, the additional funds would be added to SBVC fund balance at the end of FY 15. b. District will fund CHC’s unfunded growth from their fund balance, but will only fund the adjunct faculty costs. <ol style="list-style-type: none"> i. District will keep funding CHC’ s unfunded FTES from their fund balance in hopes that the additional growth funding they could receive in the next five years will be able to fully support all of CHC FTES needs. ii. The proposed allocation model will be reviewed every year. 4. The BC needs to think about a spending percentage plan for any additional FTES funds SBVC could receive. They will need to consider faculty, staff, supplies, contracts, equipment and student services items. |
| Adjourned | 12:00p.m. |



Budget Committee

AGENDA

March 4, 2015
11:00 A.M. ■ AD/SS 207

Members:

<i>Scott Stark – M – Co- Chair</i>	<i>Dr. Riase Jakpor - F</i>	<i>Vanessa Osorio - S</i>	<i>Tatiana Vasquez - F</i>	
<i>Dr. Roger Powell – F – Co-Chair</i>	<i>Mark Merjil - M</i>	<i>Karol Pasillas - C</i>		
<i>Laura Gowen - C</i>	<i>Dr. Ed Millican - F</i>	<i>Mike Powell - F</i>		

- **Review/Approve Minutes** – February 18, 2015

- **New Business**
 - Budget & Multiple Year Budget Predictions
 - Questica
 - Operating Budget Growth

- **Round Table**

Next Meeting: April 1, 2015

Members:

Scott Stark – M –Co-Chair	x	<i>Dr. Riase Jakpor - F</i>	x	<i>Vanessa Osorio - S</i>		<i>Tatiana Vasquez - F</i>	
Dr. Roger Powell – F–Co-Chair	x	<i>Mark Merjil - M</i>	x	Karol Pasillas - C	x	Dr. Celia Huston - G	
<i>Laura Gowen - C</i>		<i>Dr. Ed Millican - F</i>	x	<i>Mike Powell - F</i>			

Topic:

Discussion:

Review Minutes

The BC approved the minutes from February 18, 2015

Old Business

None

New Business

1. The committee reviewed Roger’s San Bernardino Valley College Budget Committee College Budget Q&A sheet that he prepared.
2. Scott presented information about the old and new budget allocation models.
 - a. SBVC will be fully funded for their FTES and District will fund CHC’s unfunded FTES from their fund balance, but will only fund the adjunct faculty costs.
 - i. District will keep funding CHC’ s unfunded FTES from their fund balance in hopes that the additional growth funding they could receive in the next five years will be able to fully support CHC FTES needs.
 - b. Expected fallout from state growth for fiscal year 16 is around 6% instead of the states published 2%.
 - ii. SBVC and CHC will both get the state’s published 2% growth.
 - iii. CHC will capture the extra fallout growth funding beyond the state published percentage every fiscal year until they can fully fund their FTES needs.
 - iv. Once CHC FTES needs are met and they are not operating at a deficit, the additional growth fallout funding will be split between both colleges.
3. Scott let Jose Torres know that the BC expects District to justify their budget for fiscal year 16 and that the DBC should be able to discuss it.
4. The BC needs to develop a spending percentage plan for any additional FTES funds SBVC may receive. They will need to consider faculty, staff, supplies, contracts, equipment, and student services items. The college needs to budget for replacement items in stages.
5. Ed stated that a three-way budget allocation model, which includes the District. The three-way allocation model should be discussed at a DBC meeting.

Adjourned

12:00p.m.



Budget Committee

AGENDA

April 1, 2015
 11:00 A.M. ■ AD/SS 207

Members:

<i>Scott Stark – M – Co- Chair</i>	<i>Dr. Riase Jakpor - F</i>	<i>Vanessa Osorio - S</i>	<i>John Stanskas Proxy for Tatiana Vasquez – F</i>
<i>Dr. Roger Powell – F – Co-Chair</i>	<i>Mark Merjil - M</i>	<i>Karol Pasillas - C</i>	
<i>Laura Gowen - C</i>	<i>Dr. Ed Millican - F</i>	<i>Mike Powell - F</i>	

- **Review/Approve Minutes – March 4, 2015**

- **New Business**
 - Development Budget Update
 - DBC Update

- **Round Table**

Next Meeting: May 20, 2015



Budget Committee

AGENDA

April 15, 2015
 11:00 A.M. ■ AD/SS 207

Members:

<i>Scott Stark – M – Co- Chair</i>	<i>Dr. Riase Jakpor - F</i>	<i>Vanessa Osorio - S</i>	<i>John Stanskas Proxy for Tatiana Vasquez – F</i>
<i>Dr. Roger Powell – F – Co-Chair</i>	<i>Mark Merjil - M</i>	<i>Karol Pasillas - C</i>	
<i>Laura Gowen - C</i>	<i>Dr. Ed Millican - F</i>	<i>Mike Powell - F</i>	

- **Review/Approve Minutes – March 4, 2015**

- **New Business**
 - Development Budget Update
 - DBC Update

- **Round Table**

Next Meeting: May 20, 2015

Members:

Scott Stark – M –Co-Chair	x	<i>Dr. Riase Jakpor - F</i>	x	<i>Vanessa Osorio - S</i>		<i>John Stankas Proxy for Tatiana Vasquez - F</i>	x
Dr. Roger Powell – F–Co-Chair	x	<i>Mark Merjil - M</i>		Karol Pasillas - C	x	Dr. Celia Huston - G	
<i>Laura Gowen - C</i>		<i>Dr. Ed Millican - F</i>	x	<i>Mike Powell - F</i>			

Topic: **Discussion:**

Review Minutes The BC approved the minutes from March 4, 2015

Old Business None

- New Business**
1. Roger did a budget presentation to the Math, Business and CTE Division. The division wanted to know why the Resource Allocation Model showed only the academic salaries decreasing from FY 13 to FY 14 and not any other category. Per Scott, this information is incorrect and he will send out the correct information.
 2. The only feedback on FY 16 development budget process was about the science division and them not receiving or being able to see lottery funding. Lottery funding will be the same amount as FY 15 plus a 5% increase and Administrative Services does the lottery budget.
 3. John asked about the state’s growth funding formula; what does it mean for SBVC and how will they build it into their FY 16 budget.
 - a. The expected fallout from state growth for fiscal year 16 is going to be over the states published 2%.
 - i. SBVC and CHC will both get the state’s published 2% growth for FY 16.
 - ii. CHC will capture the over cap growth funding beyond the state published percentage every fiscal year until they can fully fund their FTES needs.
 - iii. Once CHC FTES needs are met and they are not operating at a deficit, the additional growth fallout funding will be split between both colleges.
 - iv. District will fund CHC’s unfunded FTES from their fund balance, but will only fund the adjunct faculty costs.
 - v. Fully fund all FTES for SBVC.
 4. John stated there should be long range planning for onetime funds.
 5. The committee conversed about SBVC additional funds and how or what they should be used for. Scott does not know how FY 16 budget will balance out yet:
 - a. Learning Compass Funding
 - b. Institutionalized Positions – 50%-50% FY 16 then 100% as of October 2017
 - c. Central Plant Maintenance/Preventive Maintenance
 - d. 5% Increase for 4’s, 5’s and 6’s
 - e. Campus Wide Equipment/Furniture/Supply Replacement
 - f. Step and Column Increases
 - g. Hire additional faculty with any funds left
 6. Ed would like to be able to give solid FY 16 budget information at his next faculty meeting.
 7. SBVC does not want to have any unallocated funds.
 8. The Enrollment Management Plan is another name for the Resource Allocation Model.
 9. The soft hiring freeze is not in place right now.

Adjourned 12:08p.m.



Budget Committee

AGENDA

May 20, 2015
 11:00 A.M. ■ AD/SS 207

Members:

<i>Scott Stark – M – Co- Chair</i>	<i>Dr. Riase Jakpor - F</i>	<i>Vanessa Osorio - S</i>	<i>John Stanskas Proxy for Tatiana Vasquez – F</i>
<i>Dr. Roger Powell – F – Co-Chair</i>	<i>Mark Merjil - M</i>	<i>Karol Pasillas - C</i>	
<i>Laura Gowen - C</i>	<i>Dr. Ed Millican - F</i>	<i>Mike Powell - F</i>	

- **Review/Approve Minutes** – April 15, 2015 Minutes

- **New Business**
 - Developmental Budget Update
 - Fund Balance Review/Projection
 - Program Review Needs: Funding Recommendation

- **Round Table**

Next Meeting: August 19, 2015.

Members:

Scott Stark – M –Co-Chair	x	<i>Dr. Riase Jakpor - F</i>	x	<i>Vanessa Osorio - S</i>		<i>John Stankas Proxy for Tatiana Vasquez - F</i>	x
Dr. Roger Powell – F–Co-Chair		<i>Mark Merjil - M</i>		Karol Pasillas - C	x		
<i>Laura Gowen - C</i>	X	<i>Dr. Ed Millican - F</i>	x	<i>Mike Powell - F</i>			

Topic: **Discussion:**

Review Minutes The BC approved the minutes from April 15, 2015

Old Business None

- New Business**
1. Scott presented a developmental budget power point.
 - a. Approximately ninety percent of Valley College unrestricted general fund budget goes towards positions and benefits.
 - b. After the first round, CHC, SBCCD and SBVC were all over budgeted.
 - c. After the second round, SBVC was on budget.
 - d. Will make further adjustments when effects of the May revise are calculated by Fiscal Services.
 - e. KVCR required funding is not part of SBCCD assessment to CHC or SBVC but some EDTC funding is included in the assessment.
 - f. The projected COLA amount will be less than originally estimated, but the governor is making up the difference with a higher growth amount (3%).
 - g. John indicated that additional funding to hire new full time faculty should be coming. The faculty obligation number will be increasing for all colleges. Basic Skills, Instructional Block Grant, Student Equality and AB 86 will receive additional funding. The funding for Career Pathways will be extended for another year.
 - i. SBVC needs to investigate to see if it is possible to hire new faculty positions from the additional SSSP, Basic Skills or other categorical funding until SBVC receives their additional general funding for faculty.
 2. SBVC fund balance availability will be limited due to the SBCCD required 15% reserve.
 - a. Ed pointed out that the DBC agreed that the SBCCD fund balance requirement could be lowered to 10%, but per Scott when the DBC took this motion to the board, they turned it down.
 - b. Per the data on the State Chancellor’s website, SBCCD had a 20% fund balance for 2013-2014.
 3. John questioned why other colleges are able to use their additional growth funds to hire new employees but SBVC cannot. Even as SBVC FTES increases with additional growth funding, there is insufficient funding to hire new employees.
 - a. The information that John was relaying to the BC is from the Institutional Effectiveness Web Site – misweb.ccco.edu/ie.
 4. Millican motioned that all available Instructional Block Grant Funding be identified for Program Review Needs. Gowen second and the committee voted as follows:
 Ayes: Scott, Gowen, Jakpor, Millican, Pasillas and Stankas
 Noes: None
 Absent: R Powell, M Powell, Merjil, Osorio,
 Abstentions: None

5. Millican motioned to examine the amount of fund balance that SBVC has and any that is unlocked be spent on Program Review Needs. Gowen second and the committee voted as follows:
 - Ayes: Scott, Gowen, Jakpor, Millican, Pasillas and Stankas
 - Noes: None
 - Absent: R Powell, M Powell, Merjil, Osorio,
 - Abstentions: None

6. John Stankas motioned to leverage existing excess and categorical funds to increase the number of positions on campus. Millican second and and the committee voted as follows:
 - Ayes: Scott, Gowen, Jakpor, Millican, Pasillas and Stankas
 - Noes: None
 - Absent: R Powell, M Powell, Merjil, Osorio,
 - Abstentions: None

7. John made a recommendation/motion for Scott to look into SBVC taking all the additional faculty funding since SBVC fund balance will be locked up by SBCCD required 15% and CHC will have a negative fund balance amount. Scott will look into the proportion of full-time faculty at CHC vs the proportion at SBVC and ratios of FTE vs adjunct. He will get back to the BC via email.
 - a. Full-time faculty vs adjunct on both campus and the comparison of both campus proportionally.
 - b. Analysis of budgeted positions verse actual filled position being paid for.

Adjourned

12:10p.m.