



Budget Committee

AGENDA

September 16, 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 – May 20, 2015 Minutes**

- **New Business**
 - Resource Allocation Model
 - 2015-16 Budget Review
 - Fund Balance Review/Projection

- **Round Table**

Next Meeting: October 21, 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	
<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 May 20, 2015.

Old Business None

- New Business**
1. Scott presented the Resource Allocation Model, 2015-16 Budget Review and Fund Balance Review/Projection.
 - a. The state changed the Resource Allocation Model formula in the middle of the development budget stage, which turned out to be in SBVC favor.
 - b. SBVC will be 100% funded for FTES and CHC will have funded and un-funded FTES.
 - c. SBVC is funded for 4% growth and CHC is funded for 6% growth. If CHC meets their FTES, they will be out of deficit this fiscal year. If CHC comes out of deficit this fiscal year, CHC and SBVC will both get a projected 3% growth starting next fiscal year.
 - d. CHC might not be able to hit their expected FTES amount and SBVC is worried about hitting the additional 4% growth FTES.
 - e. If other districts are not able to hit their target FTES, the remaining funds will be distributed to districts that have hit more than their target FTES.
 - f. SBCCD will fund an additional 50 FTES for SBVC and if SBVC hits the additional FTES, they will be able to take the full funding next fiscal year for it. The total FTES would be 10554 instead of 10504.
 - g. Roger said he heard that there was \$2.2 million dollars for Compensation to Faculty who teach non-credit classes.
 - h. Scott will send out all information from today’s meeting to SBVC budget committee.
 - i. SBVC received \$2.67 million additional allocation dollars for fiscal year 2015-16. Certificated, Classified, & Benefits used up \$2.53 million, which included filling vacancies in both areas and adjunct faculty. SBCCD will be receiving around an additional \$810 thousand dollar to hire new faculty. SBVC hopes to hire five new faculty and CHC three new faculty.
 - j. Vacancies are built into the development budget and SBCCD assessment went up \$1 million dollars for fiscal year 2015-2016. Scott will send Jose an email asking him to show a breakdown of SBCCD expenditures at the next district budget meeting. Ed would like to see an SBCCD expenditure breakdown for the last two fiscal years.
 - k. SBVC does not want to have any excess funds in fiscal year 2015-16. Scott and Karol will analysis the budget to see if there can be another 5% increase for supplies/contracts/equipment and additional funding for another faculty or classified position.
 2. There is around \$3 million dollars in SBVC fund balance.
 - a. All members agreed not to leave any fiscal year general funds unspent.

- b. The state gave SBCCD one-time funds around \$8.2 million dollars. The board voted to spend \$6 million dollars and keep \$2 million for the fund balance which unlocked SBVC full fund balance of \$3 million dollars for them to spend.
- c. Scott and Karol put additional funding into fiscal year 15-16 budget to purchase replacement furniture.
- d. Millican moved to spend 100% of SBVC' s fund balance due to districts required 15% fund balance. Millican then amended his motion to spend up to the \$3 million dollars.
- e. The budget committee recommends making the entire \$3 million dollars available for expenditure on Program Review and any arising Urgent Emerging Needs for SBVC campus this fiscal year.

Ayes: Scott, R. Powell, Jakpor, Merjil, Millican, Pasillas

Noes: None

Absent: Gowen, M Powell, Osorio, Vasquez

Abstentions: None

Adjourned

12:10p.m.



Budget Committee

AGENDA

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

Members:

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

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

- **New Business**
 - Resource Allocation Model review- Powell
 - Budget Update - Stark

Next Meeting: November 18, 2015.

Members:

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

Topic: **Discussion:**

Review Minutes The BC approved the minutes with changes from September 16, 2015.

Old Business None

- New Business**
1. Handed out SBCCD Final Budget Fiscal Year 2015-16 book.
 - a. Went over the Allocation Resource Model on page 74/75.
 - b. SBVC is projected to have \$5,367 in excess funds for fiscal year 16.
 - c. SBVC received additional revenue but the SBCCD assessment took an additional \$1 million dollars for fiscal year 16.
 - d. The \$810,000 to hire new fulltime faculty was already figured in as additional revenue to SBVC and CHC fiscal year 16 budgets. SBVC was not required to use these funds to hire new fulltime faculty because they were within the required FON.
 - e. Even with 3% growth and no additional hires in fiscal year 17, SBVC would only have an estimated excess of \$196,896 and the following year SBVC would have an estimated excess of \$261,337. SBVC would also be increasing 610 FTES during these two years. The revenue is built into the budget for these additional FTES but not the expenses that go with them.
 - f. At this time SBVC does not have any ongoing general funds to fund the eight additional fulltime faculty, which will lead to deficit spending. Some of the expense will be covered by the adjunct budget.
 - g. SBCCD board policy requires a 15% minimal fund balance. Deficit spending to pay for additional fulltime faculty and Program Review Needs will soon deplete the fund balance to a 15% minimal amount.
 - h. The district office needs to be held accountable for what they spend and give greater detail of their assessment to SBVC and CHC. SBCCD sent out an email stating what their additional assessment was for fiscal year 16.
 2. SBCCD received an additional \$810,000 to hire new fulltime faculty, which would only fund around seven new fulltime faculty. Chancellor agreed that SBVC is to hire eight new fulltime faculty and CHC is to hire three new fulltime faculty, for a total of eleven.
 - a. Reviewed the Academic Salary Schedule to estimate the beginning salaries of the new fulltime faculty.
 - b. SBCCD Faculty Obligation Number (FON) was increased for next fiscal year due to additional FTES and following fiscal year it will go up again.
 - c. If all vacancies are filled and SBCCD hires the additional eleven fulltime faculty, SBVC will be two ahead on their required FON and CHC will be two ahead on their required FON for fiscal year 17.
 - d. The assessment for FON compliance is in the fall of each fiscal year and SBCCD cannot have more than four faculty vacancies at that time.
 - e. Scott will send out information about the FON and the number of fulltime faculty SBVC and CHC now have and the number they will need to meet the required FON for fiscal year 17.

- f. The 50% law states that we must spend at least 50% of our general fund expenditures on instructional items, which includes salaries, benefits, supplies, contracts and equipment. SBVC is at 50.23% right now.
 - g. Scott and Karol are going over the vacancies for SBVC.
 - h. College Council voted on filling the eight new fulltime faculty positions from the 2015 Program Review List.
 - i. Keeping vacancies limited to two in the fall of 2016 is a concern.
3. At the next College Council meeting, the committee will be asked to approve SBVC to spend one million dollars on one-time 2015 Program Review Needs from their fund balance. Jose says that board should approve the budget adjustment for these needs.
4. SBVC Budget Committee members need to distribute the information they receive.
 - a. To department chairs
 - b. In department meetings
 - c. If asked, Scott will go to any meeting to share information about the budget.
5. Tatiana asked if the beginning meeting time could be changed from 11am to 12pm for this semester. Karol will send out an email to all committee members to see if they approve or object.

Adjourned

12:15p.m.



Budget Committee

AGENDA

November 18, 2015
 12:00 P.M. ■ AD/SS 207

Members:

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

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

- **New Business**
 - Resource Allocation Model review- Powell
 - Program Review Funding
 - Potential Budget Impacts to multiyear forecast – Stark
 - December 16, 2015 and January 20, 2016 Meetings

Next Meeting: December 16, 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. Roger Powell – F–Co-Chair	X	<i>Mark Merjil - M</i>		<i>Girja Raghavan - C</i>	X	
<i>Laura Gowen - C</i>		<i>Dr. Ed Millican - F</i>		<i>Tatiana Vasquez - F</i>	X	<i>Karol Pasillas - SS</i> X

Topic: **Discussion:**

Review Minutes The BC approved the minutes from October 21, 2015.

Old Business None

- New Business**
1. Distributed and reviewed Roger’s Resource Allocation Model paperwork for the last five fiscal years. Roger expressed the following:
 - a. Districted is allocated funding based on needs and the colleges are allocated funding base on the approved split which makes district in a better position than the colleges.
 - b. District should have a cap on the amount they receive.
 2. Tatiana stated that this committee should have more focus on the SBVC needs and how funds are distributed instead of what district is receiving.
 3. The proposed budget from the state is always changing when SBVC is preparing the developmental budget.
 4. The district is going to start their developmental budget in December so Administrative Services will have their assessment numbers by February.
 5. Scott reviewed the potential budget impact to the fund balance in a multiyear forecast. Due to the hiring of eight additional full-time faculty and the spending of the approved funds for the 2014 Program Review Needs, SBVC fund balance will be tied up in the required 15% district fund balance.
 6. Scott said, SBVC will be running a deficit for a while.

Adjourned 1:00 p.m.



Budget Committee

AGENDA

February 17, 2016
12:00 P.M. ■ AD/SS 207

Members:

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

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

- **New Business**
 - State Budget Conference Highlights
 - District Budget Committee Highlights
 - 2016-17 Resource Allocation and Projections
 - Program Review Funding
 - Discuss March 16, 2016 – Meeting is during Spring Break

Next Meeting: March 16, 2016

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. Roger Powell – F–Co-Chair	X	<i>Mark Merjil - M</i>		<i>Girija Raghavan - C</i>	X	
<i>Laura Gowen/Robyn Bender - C</i>	X	<i>Dr. Ed Millican - F</i>	X	<i>Tatiana Vasquez - F</i>		Karol Pasillas - SS X

Topic:

Discussion:

Review Minutes

The BC approved the minutes from 11-18-15. Ed Millican abstained.

Old Business

None

New Business

1. Scott discussed the highlights of the Governor’s Proposed Budget from the State Budget conference held in January 2016.
 - a. Cola will only be 0.47% - Applied to base allocation and FTES rate.
 - b. One-time funds for new faculty was taken out of the FY 17 proposed budget.
 - c. 2% Growth – only covers FTES. Does not cover other expenses.
 - d. State forecasting recession in 2017
 - e. CTE, Workforce Development, Basic Skills, CDC and Deferred Maintenance will receive funding increases.
2. Scott discussed the highlights from the District Budget Committee on February 18, 2016.
 - a. District is not adding additional expenses except step and column for their FY 17 budget
 - b. Multi-Year Budget forecast is subject to change until the final budget is approved.
 - c. Can SBVC make up some of Crafton’s unmet FTES? SBVC is ahead of their FTES target right now.
 - d. Board of Trustee Budget Committee reduced the budget directives to six and prioritized them. Will be going to board for approval in February.
 - i. Approved that the reserve fund may go below the 15%.
3. The proposed budget from the state is always changing when SBVC is preparing the developmental budget.
 - a. SBVC should be receiving the developmental budget by the first week in March.
 - b. Developmental budget is due to District by the end of March.
4. Scott indicated that all departments need to spend their approved Program Review items that are funded this fiscal year and all of their department’s general funds.
 - a. SBVC will not be able to use any of their fund balance next fiscal year. It will be locked in the District’s fund balance.
 - b. The SBVC Budget Committee cannot recommend any funds for next year’s approved Program Review Items, because there is no available funds.
5. SBVC Budget Committee requests that the District Budget Committee apply the same level of budget reporting and scrutiny to the district operations as applied to the college budgets. Millican motioned and R. Powell second and the committee voted as follows:
 - a. Ayes: Scott, R. Powell, Bender, Jakpor, Millican, Raghavan
 - b. Noes: None
 - c. Absent: Merjil, M Powell, Vasquez
 - d. Abstentions: None
6. The budget committee agreed to move the next Budget Committee Meeting from March 16, 2016 to March 9, 2016.

Adjourned

1:00 p.m.



Budget Committee

AGENDA

March 9, 2016
12:00 P.M. ■ AD/SS 207

Members:

<i>Scott Stark – M – Co- Chair</i>	<i>Dr. Riase Jakpor - F</i>	<i>Mike Powell - F</i>		
<i>Dr. Roger Powell – F – Co-Chair</i>	<i>Mark Merjil - M</i>	<i>Girja Raghavan - C</i>	<i>Karol Pasillas - SS</i>	
<i>Laura Gowen - C</i>	<i>Dr. Ed Millican - F</i>	<i>Tatiana Vasquez – F</i>	<i>Robyn Bender – C/G</i>	

- **Review/Approve Minutes – February 17, 2016**

- **New Business**
 - **Budget Development Update**
 - **Current FTES Decline and Impact on 16-17 Budget**

Next Meeting: April 20, 2016

Members:

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

Topic: **Discussion:**

Review Minutes Will review and approve the minutes for 2-17-16 on 4-20-16.

Old Business None

- New Business**
1. SBVC original FTES goal was 10,504.
 - a. SBVC gets \$4,723 per a FTES.
 - b. Unofficial SBVC would try to capture extra FTES to reach 10,554.
 - c. When CHC could not reach their FTES, more became available to SBVC to reach 10,714.
 - d. SBVC hit their target FTES for summer and fall semesters but not for the spring semester.
 - e. SBVC will have to increase summer classes to just hit 10,504 FTES.
 - f. AB540 Resident Students will give SBVC an additional 208 FTES once they can be claimed.
 2. SBVC original projected budget for FY 17 was based on 10,928 FTES.
 - a. SBVC could not hit 10,714 FTES this FY, so the FY 17 budget will be reduced from 10,928 to 10,714 leaving over a million dollars of revenue for SBVC on the table.
 3. SBVC Fund Balance will be locked within the SBCCD Fund Balance which will be under 15% for at least a couple years or more.
 4. The additional eight faculty are included in FY 17 budget even though SBVC did not received the additional funds.
 - a. It is assumed that enough faculty will take the retirement incentive to potentially fund additional faculty positions.
 - b. If employees do not take the early retirement incentive, SBVC will be in deficit even more.
 5. The state is predicting another recession in FY 17-18.
 6. SBVC will be releasing the Developmental Budget by March 13, 2016.
 - a. COLA is only 0.47%
 - b. No additional funds for new classified staff or management.
 - c. Only 0.47% for inflation of utilities, contract services or supplies.
 - d. SBVC may have to take back the 5% increase for 4's, 5's and 6's that was given last fiscal year.
 - e. Currently there are no funds available for Program Review Items.
 - f. SBVC may run a deficit for a couple of fiscal years or more.
 7. Scott brought the SBVC Budget Committee request for close scrutiny of the District Office budget to the SBCCD Budget Committee.

11:45 a.m.

Adjourned



Budget Committee

AGENDA

April 20, 2016
11:00 A.M. ■ AD/SS 207

Members:

<i>Scott Stark – M – Co- Chair</i>	<i>Rick Hrdlicka - M</i>	<i>Mike Powell - F</i>		
<i>Dr. Roger Powell – F – Co-Chair</i>	<i>Dr. Riase Jakpor - F</i>	<i>Girija Raghavan - C</i>	Karol Pasillas - SS	
<i>Laura Gowen - C</i>	<i>Dr. Ed Millican - F</i>	<i>Tatiana Vasquez – F</i>	Robyn Bender – C/G	

- **Review/Approve Minutes** – February 17, 2016 and March 9, 2016

- **New Business**
 - **District Budget committee Update**
 - Scrutiny and transparency on DO expense budget.
 - New process for greater transparency- DBC recommend one time money allocations and eliminate any summer magic with pre-determined prioritized needs.

 - **SBVC Developmental Budget Update**

Next Meeting: May 18, 2016

Members:

Scott Stark – M –Co-Chair	X	<i>Rick Hrdlicka - M</i>	X	<i>Mike Powell - F</i>		
Dr. Roger Powell – F–Co-Chair	X	<i>Dr. Riase Jakpor - F</i>	X	<i>Girija Raghavan - C</i>	Robyn Bender - SS	X
<i>Laura Gowen - C</i>	X	<i>Dr. Ed Millican - F</i>		<i>Tatiana Vasquez - F</i>	Karol Pasillas - SS	

Topic:

Discussion:

Review Minutes

Approved the minutes for 2-17-16 and 3-9-16. Rick Hrdlicka abstained for both.

Old Business

None

New Business

1. Since the SBVC Budget Committee request for close scrutiny of the District Office budget to the SBCCD Budget Committee, the District Office has been working to enumerate their expenses in detail.
 - a. Reviewed the District Office Expense Report. Scott will send the excel sheet to the committee.
 - b. KVCR and PDC have a zero impact to SBVC budget.
 - c. District is talking about selling all or some of the digital band width that is owned by KVCR.
 - d. District Office is doing a program review need assessment report to identify all their department needs.
 - i. If onetime funds become available to the district prior to the summer, the District Budget Committee will determine the percentage that would go to CHC, District Office and SBVC.
2. Reviewed the handout out of SBVC Developmental Budget.
 - a. SBVC will be in deficit more than what was predicted.
 - b. SBVC produced 2.99 FTES/Section last year.
 - c. The efficiency of student ratio is 2.99% per a section. This information came from Steve Sutorus. Scott will send this information to the committee.
 - i. It is hard to make FTES and efficiency meet.
 - d. SBVC negative balance does not include hiring of the three additional faculty from the retirement incentive program or other needs/impacts.
 - i. Will meet the FON even if we do not hire the three additional faculty.
 - e. The SBCCD fund balance will be around 12.5% for a couple of years and SBVC fund balance will drop below 10%.
 - f. No additional funds for classified staff for a while.
 - g. Rick mentioned that we need classified staff instead of the three faculty positions.
 - h. Need to grow consistently across the board – faculty and classified staff.
3. Roger wondered if SBVC would be more efficient with shorted week classes instead of traditional length classes.

Adjourned

12:00 p.m.