



San Bernardino
Valley College

Budget Committee

AGENDA

September 21, 2016
11:00 A.M. ■ AD/SS 207

Members:

<i>Scott Stark – M – Co- Chair</i>	<i>Laura Gowen - C</i>	<i>Girja Raghavan - C</i>		
<i>Dr. Roger Powell – F – Co-Chair</i>	<i>Rick Hrdlicka - M</i>	<i>Steve Sarres - ASG</i>	<i>Karol Pasillas - SS</i>	
<i>Achala Chatterjee - F</i>	<i>Joel Murphy - F</i>			

- **Review/Approve Minutes – Approve Minutes for 4-20-16**

- **New Business**
 - **Review of the 2016-17 Budget**

Next Meeting: October 19, 2016

Members:

Scott Stark – M – Co- Chair	X	Laura Gowen - C	X	Dr. Roger Powell - F	X		
Dr. Riase Jakpor – F – Co-Chair	X	Rick Hrdlicka - M	X	Girija Raghavan - C	X	Karol Pasillas - SS	X
Achala Chatterjee - F	X	Joel Murphy - F	X	Steve Sarres - ASG	X		

Topic:

Discussion:

Review Minutes

Approved the minutes for 4-20-16.

Old Business

None

New Business

1. Powell nominated Jakpor as the new Co-Chair of the Budget Committee.
 - a. Ayes: Stark, Chatterjee, Gowen, Hrdlicka, Murphy, Powell, Raghavan and Sarres
 - b. Noes: None
 - c. Absent: None
 - d. Abstentions: None
2. It is encouraged for the Co-Chair to attend the District Budget Committee Meetings.
3. As an introduction to community college budget for new members, Scott reviewed the State funding appropriation mechanism as well as the Resource Allocation Model for 2016-17.

Adjourned

12:00 p.m.



Budget Committee

AGENDA

October 19, 2016
 11:00 A.M. ■ AD/SS 207

Members:

<i>Scott Stark – M – Co- Chair</i>	<i>Laura Gowen - C</i>	Dr. Roger Powell - F	
<i>Dr. Riase Jakpor – F – Co-Chair</i>	<i>Rick Hrdlicka - M</i>	Girija Raghavan - C	Karol Pasillas - SS
<i>Achala Chatterjee - F</i>	<i>Joel Murphy - F</i>	Steve Sarres - ASG	

- **Review/Approve Minutes – Approve Minutes for 9-21-16**

- **New Business**
 - **Committee Charge and Communication with Campus**

 - **Review Multi Year Forecast**

 - **Review 2016-17 Fund Balance and Use for Program Review**

Next Meeting: November 15, 2016

Members:

Scott Stark – M – Co- Chair	X	Laura Gowen - C	X	Dr. Roger Powell - F	X		
Dr. Riase Jakpor – F – Co-Chair	X	Rick Hrdlicka - M		Girija Raghavan - C	X	Karol Pasillas - SS	X
Achala Chatterjee - F		Joel Murphy - F	X	Steve Sarres - ASG	X		

Topic:

Discussion:

Review Minutes

Approved the minutes for 9-21-16.

Old Business

1. Reviewed the Committee Charge.
2. Discussed on how to distribute Budget Committee information to the campus.

New Business

1. Distributed Roger’s San Bernardino Valley College Budget Committee Communication Sheets.
2. Scott reviewed the San Bernardino Community College District Multi-Year Forecast.
 - a. Additional faculty, cost of living and step and column are included.
 - b. Classified growth positions, additional equipment, contract services or supplies are not included.
3. Scott reviewed the SBVC Campus Needs Funding Process.
 - a. Discussed how items for Program Review are one time allocations except positions.
4. Reviewed the fund balance and what SBVC available amount could be.
5. The budget committee recommends making \$250,000 available for expenditure on Program Review and \$250,000 available for any arising Urgent Emerging Needs for SBVC campus for fiscal year 17. Sarres motioned, Gowen second and the committee voted as follows:
 - a. Ayes: Gowen, Murphy, Powell, Raghavan and Sarres
 - b. Noes: Stark
 - c. Absent: Chatterjee, Hrdlicka,
 - d. Abstentions: None

Adjourned

12:00 p.m.



Budget Committee

AGENDA

November 16, 2016
11:00 A.M. ■ AD/SS 207

Members:

<i>Scott Stark – M – Co- Chair</i>	<i>Laura Gowen - C</i>	Dr. Roger Powell - F	
<i>Dr. Riase Jakpor – F – Co-Chair</i>	<i>Rick Hrdlicka - M</i>	Girija Raghavan - C	Karol Pasillas - SS
<i>Achala Chatterjee - F</i>	<i>Joel Murphy - F</i>	Steve Sarres - ASG	

- **Review/Approve Minutes – Approve Minutes for 10-19-16**

- **New Business**
 - SBVC Mission Statement – consideration when making budget/spending decisions.
 - Board of Trustees Budget meeting- information
 - District Budget Committee – Strong Workforce Grant Recommendation
 - Discussion and recommendations for projected excess FY 2017-18

Next Meeting: December 14, 2016

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.

Members:

Scott Stark – M – Co- Chair	X	Laura Gowen - C	X	Dr. Roger Powell - F		
Dr. Riase Jakpor – F – Co-Chair	X	Rick Hrdlicka - M	X	Girija Raghavan - C	Karol Pasillas - SS	X
Achala Chatterjee - F		Joel Murphy - F	X	Steve Sarres - ASG	X	

Topic:

Discussion:

Review Minutes

Approved the minutes for 10-19-16.

Old Business

1. None

New Business

1. Scott discussed the mission of the college and that it must be considered by each committee member when performing committee work and decisions, to insure that our work and decisions fully support our mission. Scott stated that this is part our most recent accreditation action plan for improvement. The mission of the college is at the footer of each agenda and meeting minutes to keep it up front and on our minds at each committee meeting.
2. The Board of Trustees Budget Committee is open to anyone and Scott will send out the dates and times for those who would like to attend.
3. Reviewed the 50% and FON Rules.
4. Scott mentioned that the district might consider another early retirement incentive. For this incentive to be effective in salary savings, 15 faculty and 10 classify employees would have to take it.
5. Scott revealed that the DBC voted for the Strong Workforce Grant to be distributed using the current resource allocation model with an agreement to revisit the model early next year.
6. Scott handed out draft Board Directives, Fiscal Year 2017-18 Budget Calendar and SBCCD Multi-Year Forecast.
7. The committee needs to develop guidelines on how to distribute any growth allocations that SBVC might receive.
 - a. What percentage for faculty, supplies, equipment, classified, contracts, utilities, etc.?

Adjourned

11:55 a.m.



Budget Committee

AGENDA

February 15, 2017
11:00 A.M. ■ AD/SS 207

Members:

<i>Scott Stark – M – Co- Chair</i>	<i>Laura Gowen - C</i>	Dr. Roger Powell - F	
<i>Dr. Riase Jakpor – F – Co-Chair</i>	<i>Rick Hrdlicka - M</i>	Girija Raghavan - C	Karol Pasillas - SS
<i>Achala Chatterjee - F</i>	<i>Joel Murphy - F</i>	Steve Sarres - ASG	

- **Review/Approve Minutes – Approve Minutes for 11-16-16**

- **New Business**
 - Program Review – List of Funded items

 - 2018 Budget Development
 - Update

 - Discussion & Recommendation for Projected Excess

Next Meeting: Tentative- March 15, 2017 - Discussion

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.

Members:

Scott Stark – M – Co- Chair	X	Laura Gowen - C	X	Dr. Roger Powell - F		
Dr. Riase Jakpor – F – Co-Chair	X	Rick Hrdlicka - M	X	Girija Raghavan - C	Karol Pasillas - SS	X
Achala Chatterjee - F		Joel Murphy - F	X	Steve Sarres - ASG		

Topic: **Discussion:**

Review Minutes Approved the minutes for 11-16-16.

Old Business 1. None

- New Business**
1. Handed out and reviewed the approved Program Review Needs list.
 2. Scott reviewed the Business & Fiscal Services Update: FY 2017-2018 Proposed Budget Revised that had information about the Governor’s proposed budget.
 3. Discussed the District Office Projected Assessment for the colleges in FY 18.
 - a. Scott will send out the whole package of the District Office Expense Budget for FY 18 and the 50% and FON Rule to the committee members.
 4. Scott informed the committee about how the District is doing with reaching the projected FTES for FY 17.
 - a. CHC projected FTES was 5, 2019, they may reach 4,700.
 - b. SBVC projected FTES was 10,714 and they will meet that goal.
 - c. Since SBVC will meet their FTES goal and CHC will not, SBVC might receive additional funds due to the how the Resource Allocation Model works.
 - d. District Enrollment Management Committee agreed to a 1.5% FTES Growth for FY 18.
 5. The committee needs to develop guidelines on how to distribute any growth allocations that SBVC might receive.
 - a. What percentage for faculty, supplies, equipment, classified, contracts, utilities, etc.?
 - b. Rick recommended for Student Success grants to pay for the additional funds STEM needs for tutors and SIs since the state is shifting funds from other grants to these grants.
 - c. Do budgets increase across the board if some programs are not spending their funds?
 - i. Rick suggested having Program Review do an evaluation of programs to do a prioritization for budget augmentation. Budget augmentation using Program Review data.
 - ii. Give divisions the budget augmentation for them to distribute as they see necessary.
 - iii. Use the formula from the one time “Shot in the Arm” budget augmentation.
 - iv. SBVC does not want to spend/commit all of their growth funds. Need to come up with percentage/formula for ongoing commitments.
 - d. Rick stated that we do not explore if divisions really need all the funds they receive.
 - i. Use a Zero Based Budget Model – Programs needs to justify the amounts they receive.

Adjourned 12:00 p.m.



Budget Committee

AGENDA

March 8, 2017
11:00 A.M. ■ AD/SS 207

Members:

<i>Scott Stark – M – Co- Chair</i>	<i>Laura Gowen - C</i>	Dr. Roger Powell - F	
<i>Dr. Riase Jakpor – F – Co-Chair</i>	<i>Rick Hrdlicka - M</i>	Girija Raghavan - C	Karol Pasillas - SS
<i>Achala Chatterjee - F</i>	<i>Joel Murphy - F</i>	Steve Sarres - ASG	

- **Review/Approve Minutes – Approve Minutes for 02-15-17**

- **New Business**
 - 2018 Budget Development
 - Update

 - Discussion & Recommendation for Projected Excess

Next Meeting: April 19, 2017

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.

Members:

Scott Stark – M – Co- Chair	X	<i>Rick Hrdlicka - M</i>	X	<i>Dr. Roger Powell - F</i>		
Dr. Riase Jakpor – F – Co-Chair	X	<i>Steven Lee - F</i>	X	<i>Girija Raghavan - C</i>	X	Karol Pasillas - SS
<i>Laura Gowen - C</i>	X	<i>Joel Murphy - F</i>	X	<i>Steve Sarres - ASG</i>		Ben Gibson – G X

Topic:

Discussion:

Review Minutes

Approved the minutes for 2-15-17 – Steven Lee abstained.

Old Business

1. None

New Business

1. Scott updated the committee on the process and the current stage for SBVC’s FY 18 development budget.
2. Scott reviewed various scenarios of growth spending, the 50% and FON law, and FY 18 ongoing budget considerations/emerging identified needs sheet.
 - a. As SBVC grows, we could receive additional FTES funds that may not be allocated in the current model.
 - b. Need to have a growth model that is flexible for decreasing revenue.
 - c. It is still an SBCCD goal to move towards 75% full time faculty/25% adjunct, but ongoing funding will be an issue.
 - d. The committee agreed that the growth scenarios presented were rational and recommended to continue moving in that direction.
 - e. A wage and compensation study for all classified employees will be done and could influence the budget.
 - f. Rick suggested using percentages instead of dollar amounts for the scenarios of growth funding when presenting to broader audiences.

Adjourned

12:00 p.m.



Budget Committee

AGENDA

April 19, 2017
 11:00 A.M. ■ AD/SS 207

Members:

<i>Scott Stark – M – Co- Chair</i>	<i>Rick Hrdlicka - M</i>	Dr. Roger Powell - F		
<i>Dr. Riase Jakpor – F – Co-Chair</i>	<i>Steven Lee -F</i>	Girija Raghavan - C	Karol Pasillas - SS	
<i>Laura Gowen - C</i>	<i>Joel Murphy - F</i>	Steve Sarres - ASG		

- **Review/Approve Minutes – Approve Minutes for 03-08-17**

- **New Business**
 - 2018 Budget Development
 - Update

Next Meeting: May 17, 2017

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.

Members:

Scott Stark – M – Co- Chair	X	<i>Rick Hrdlicka - M</i>	X	<i>Dr. Roger Powell - F</i>		
Dr. Riase Jakpor – F – Co-Chair	X	<i>Steven Lee - F</i>	X	<i>Girija Raghavan - C</i>	X	Karol Pasillas - SS x
<i>Laura Gowen - C</i>		<i>Joel Murphy - F</i>	X	<i>Steve Sarres - ASG</i>		Ben Gibson – G X

Topic: **Discussion:**

Review Minutes Approved the minutes for 3-8-17.

Old Business 1. None

- New Business**
1. Scott updated the committee on SBVC’s FY 18 development budget.
 - a. Distributed San Bernardino Community College District Multi-Year Forecast.
 - b. The Governor’s May revised budget may affect FY 18 development budget.
 - c. SBVC is a medium size college.
 - d. Instructional/Physical Plant Block Grant is being cut 75% for FY 18 compared to FY 17. Some of these funds are going towards the Strong Work Force Program.
 - e. SBVC goal for FTES in FY 18 is 11,077 based on a 1.5% growth if we hit 10,900 FTES in FY 17.
 - f. SI/Tutoring Center needs additional funds.
 - i. Tracking student hours for when they receive SI or tutoring would bring additional FTES to SBVC and help support the center.
 - g. A special committee is establishing guidelines and a strategic plan for the funds the district will receive for the FCC sale of their broadcast frequencies.
 2. Reviewed the District Enrollment Management and Budget Committee’s meeting materials pertaining to enrollment recommendations.
 - a. The chancellor desires for SBVC to hit the State Funded Constrained Growth currently estimated at 2.21% instead of the 1.5% growth we committed too.
 - b. SBVC will need to decide how much of summer FTES to use for FY 17 and what to pull over into FY 18.

Adjourned 12:00 p.m.



Budget Committee

AGENDA

May 17, 2017
 11:00 A.M. ■ AD/SS 207

Members:

<i>Scott Stark – M – Co- Chair</i>	<i>Rick Hrdlicka - M</i>	Dr. Roger Powell - F		
<i>Dr. Riase Jakpor – F – Co-Chair</i>	<i>Steven Lee -F</i>	Girija Raghavan - C	Karol Pasillas - SS	
<i>Laura Gowen - C</i>	<i>Joel Murphy - F</i>	Steve Sarres - ASG		

- **Review/Approve Minutes – Approve Minutes for 04-19-17**

- **New Business**
 - 2018 Budget Development
 - Update

Next Meeting: September 20, 2017

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.

Members:

Scott Stark – M – Co- Chair	X	<i>Rick Hrdlicka - M</i>	X	<i>Dr. Roger Powell - F</i>		
Dr. Riase Jakpor – F – Co-Chair	X	<i>Steven Lee - F</i>		<i>Girija Raghavan - C</i>	X	Karol Pasillas - SS x
<i>Laura Gowen - C</i>		<i>Joel Murphy - F</i>	X	<i>Steve Sarres - ASG</i>		

Topic:

Discussion:

Review Minutes

Approved the minutes for 4-19-17.

Old Business

1. None

New Business

1. Scott updated the committee on SBVC’s FY 18 development budget.
 - a. Reviewed the May revised Business & Fiscal Services Vice Chancellors Memo, the Resource Allocation Model, and several “what if” scenarios. Reviewed the Community College League of California May Revision 2017-18 memo.

Adjourned

- b. Measure P bond fund needs to be reconciled to find out how much is actually left.

12:00 p.m.