

San Bernardino Community College District 2-Day Board Mid-Year Retreat January 25, 2022 9:00 am Pacific Time

BOARD MID-YEAR RETREAT AGENDA Meeting of the Board of Trustees January 25, 2022 @ 9am

Location: SBCCD Boardroom 550 E. Hospitality Ln., Suite 200, San Bernardino, CA 92408

### I. CALL TO ORDER - PLEDGE OF ALLEGIANCE

### II. PUBLIC COMMENTS ON AGENDA AND NON-AGENDA ITEMS

The San Bernardino Community College Board of Trustees offers an opportunity for the public to address the Board on any agenda item prior to or during the Board's consideration of that item. Comments must be limited to five (5) minutes per speaker and twenty (20) minutes per topic if there is more than one speaker. At the conclusion of public comment, the Board may ask staff to review a matter or may ask that a matter be put on a future agenda. As a matter of law, members of the Board may not discuss or take action on matters raised during public comment unless the matters are properly noticed for discussion or action in Open Session. Anyone who requires a disability-related modification or accommodation in order to participate in the public meeting should contact the Chancellor's Office at (909) 388-6901 as far in advance of the Board meeting as possible.

### III. PUBLIC COMMENTS ON CLOSED SESSION ITEMS

IV. CLOSED SESSION

Public Employee Performance Evaluation Government Code section 54957(b)(1) Title: Chancellor (9:00am - 11:00am)

V. BREAK

(11:00am - 11:15am)

- VI. ACTION ITEM: BUDGET DIRECTIVES (11:15am - 12:15pm)
- VII. LUNCH (12:15pm - 1:15pm)

### VIII. GOVENDA TRAINING

(1:15pm - 2:15pm )

### IX. ADJOURN

(2:15pm )

The next meeting of the Board: Business Meeting February 10, 2022 at 4pm SBCCD Boardroom 550 E. Hospitality Ln., Suite 200, San Bernardino, CA 92408

TO:	Board of Trustees
FROM:	Diana Z. Rodriguez, Chancellor
<b>REVIEWED BY:</b>	Jose F. Torres, Executive Vice Chancellor
PREPARED BY:	Jose F. Torres, Executive Vice Chancellor
DATE:	January 24-25, 2022
SUBJECT:	Consideration of Approval to Accept the Prioritized Board Directives for Development of the 2022-23 Budget for First Read

#### RECOMMENDATION

It is recommended that the Board of Trustees accept the attached Prioritized Board Directives for Development of the 2022-23 Budget for first read.

#### **OVERVIEW**

District Administrative Procedure 6200, Budget Preparation, calls for the Board of Trustees to give initial direction concerning the distribution of resources for the 2022-23 budget prior to March 1, 2022.

The attached directives have been collegially reviewed by the District Budget Advisory Committee and discussed at the Board Finance Committee. On December 10, 2021, the Board Finance Committee voted to approve the document's submission to the full Board of Trustees for review during the January 24-25 mid-year retreat. It is anticipated that the Board will review and approve the directives at its meeting on February 10, 2022.

### **ANALYSIS**

The attached directives are different from those of 2021-22 in order to align SBCCD resources with the Board approved SBCCD Goals and Objectives. Specific changes include:

- Former directives 2) Allocate resources to support college affordability, and 4) allocate funding through the budget process for deferred maintenance, are being removed as they will be incorporated into the SBCCD Goal to Diversify Revenue Streams.
- Former directive 3) Maintain a fund balance range of 10-15%... is being revised to reflect the Government Finance Officers Association and State Chancellor's Office recommendation to maintain a minimum fund balance of approximately two months of expenditures.

### **INSTITUTIONAL VALUES**

I. Institutional Effectiveness

- III. Resource Management for Efficiency, Effectiveness, and Excellence
- IV. Enhanced and Informed Governance and Leadership

#### **FINANCIAL IMPLICATIONS**

This direction of the Board of Trustees on the 2022-23 development budget process will facilitate the following:

- Alignment of resources with the SBCCD Board approved Goals and Objectives.
- Establishment of reserve levels following Government Finance Officers Association and State Chancellor's Office recommendations.
- Establishment of preliminary budget allocations for the colleges, DSO and other sites.



# **Prioritized Board Directives for the**

2021-22 SBCCD Budget

(Board Approval April 8, 2021)

Consistent with SBCCD Administrative Procedure 6200 Budget Preparation, the Board of Trustees provides staff with initial direction concerning the distribution of resources for the next fiscal year's budget prior to March 1. SBCCD's budget shall be prepared in accordance with Title 5, the California Community Colleges Budget and Account Manual, and all other related State and federal laws and regulations.

- 1) Align unrestricted general fund and student success funding with the State Chancellor's Vision for Success and Guided Pathways frameworks.
- 2) Allocate resources to support college affordability.
- Maintain a fund balance range of 10-15% in the Unrestricted General Fund, unless fund balance is utilized for specially identified *one-time*<sup>1</sup> needs as authorized by the Board of Trustees.
- 4) Allocate funding through the budget process for deferred maintenance.
- 5) Proposed new positions must be approved through the program review process or any other prioritization process established at SBCCD.

# 2021-22 Approved Directives



<sup>&</sup>lt;sup>1</sup> One-time is defined as an expenditure that has no ongoing commitment. While one-time needs may be repeated in future years, the nature of the expenditure must conform to the definition.

# Prioritized Board Directives for the 2021-222022-23 SBCCD Budget (Board Approval April 8, 2021)

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- 2) Allocate funding resources to support college affordability.
- 3)2) Maintain a minimum fund balance range of approximately two months of expenditures10-15% in the Unrestricted General Fund, as recommended by the Government Finance Officers Association and the State Chancellor's Office, unless fund balance is utilized for specially identified one-time<sup>1</sup> needs as authorized by the Board of Trustees.
  - 4) Allocate funding through the budget process for deferred maintenance.
  - 5)3) New positions must be approved through the process of program review or any other prioritization process as established at SBCCD.

Attachment: SBCCD Goals & Objectives (Pending Board Approval)



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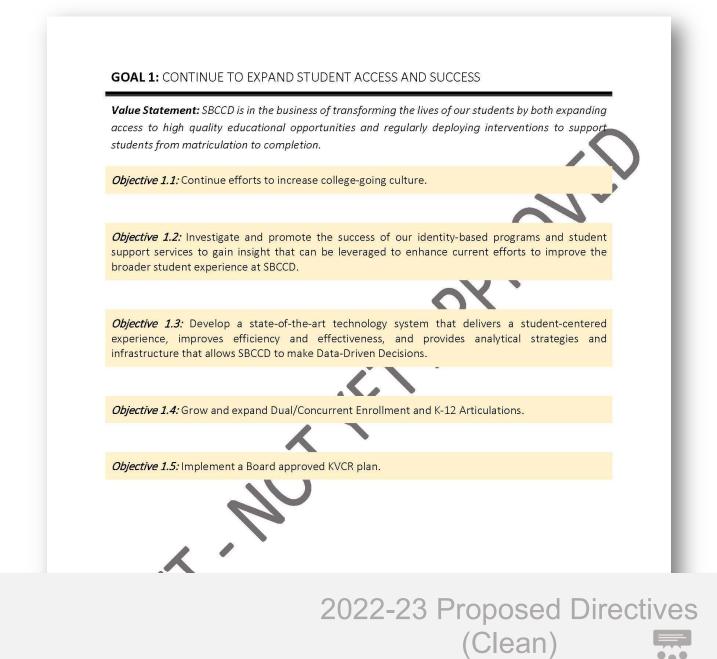
- 1) Align unrestricted general fund and student success funding with the attached SBCCD Goals and Objectives.
- 2) Maintain a minimum fund balance of approximately two months of expenditures in the Unrestricted General Fund as recommended by the Government Finance Officers Association and the State Chancellor's Office, unless fund balance is utilized for specially identified *one-time*<sup>1</sup> needs as authorized by the Board of Trustees.
- 3) New positions must be approved through the process of program review or any other prioritization process as established at SBCCD.

Attachment: SBCCD Goals & Objectives (Pending Final Board Approval)



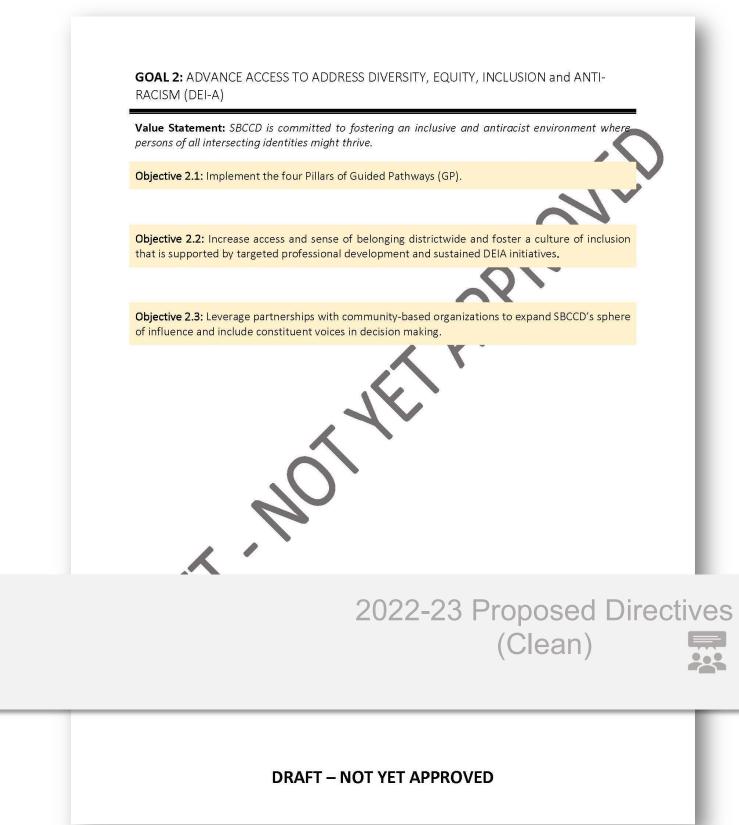
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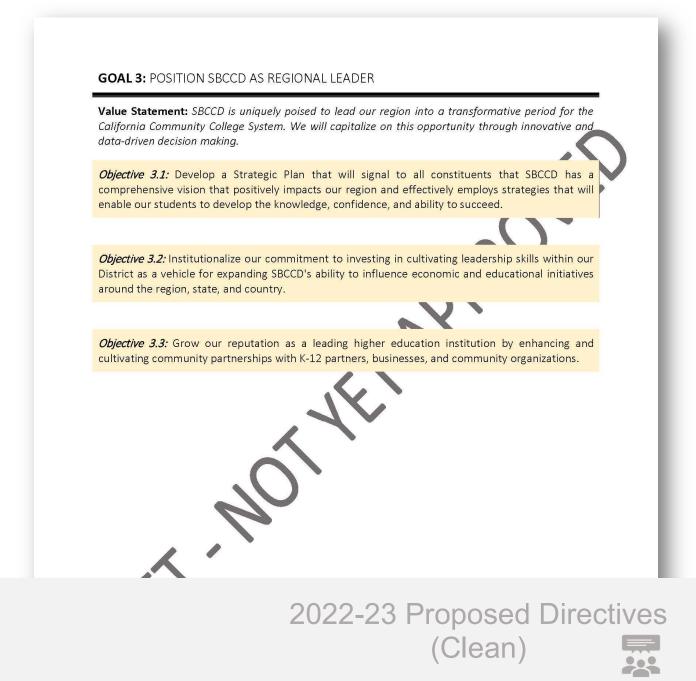


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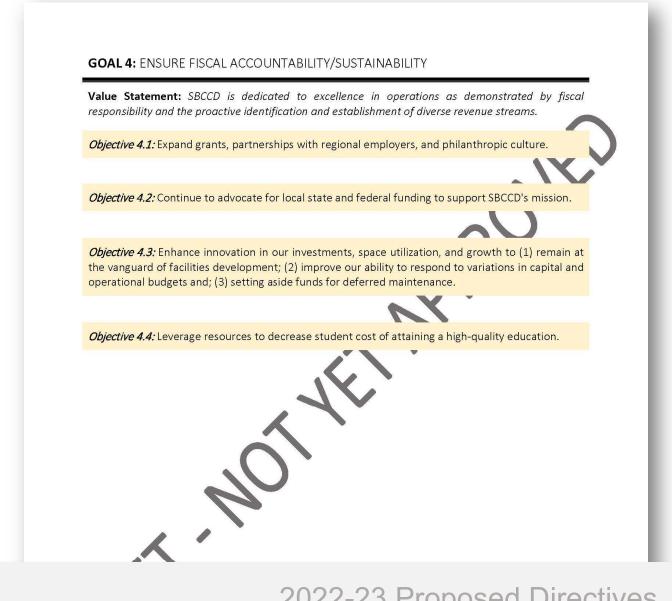


## DRAFT – NOT YET APPROVED

COMMUNITY COLLEGE DISTRICT SAN BERNARDINO

# **Prioritized Board Directives for the** 2022-23 SBCCD Budget

Attachment



2022-23 Proposed Directives (Clean)



DRAFT – NOT YET APPROVED

TO:	Board of Trustees
FROM:	Diana Z. Rodriguez, Chancellor
<b>REVIEWED BY:</b>	Jose F. Torres, Executive Vice Chancellor
PREPARED BY:	Jose F. Torres, Executive Vice Chancellor
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- Former directive 3) Maintain a fund balance range of 10-15%... is being revised to reflect the Government Finance Officers Association and State Chancellor's Office recommendation to maintain a minimum fund balance of approximately two months of expenditures.

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### **FINANCIAL IMPLICATIONS**

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(Board Approval April 8, 2021)

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- Align unrestricted general fund and student success funding with the <u>State Chancellor's</u> <u>Vision for Success and Guided Pathways frameworksattached SBCCD Goals and</u> <u>Objectives</u>.
- 2) Allocate funding resources to support college affordability.
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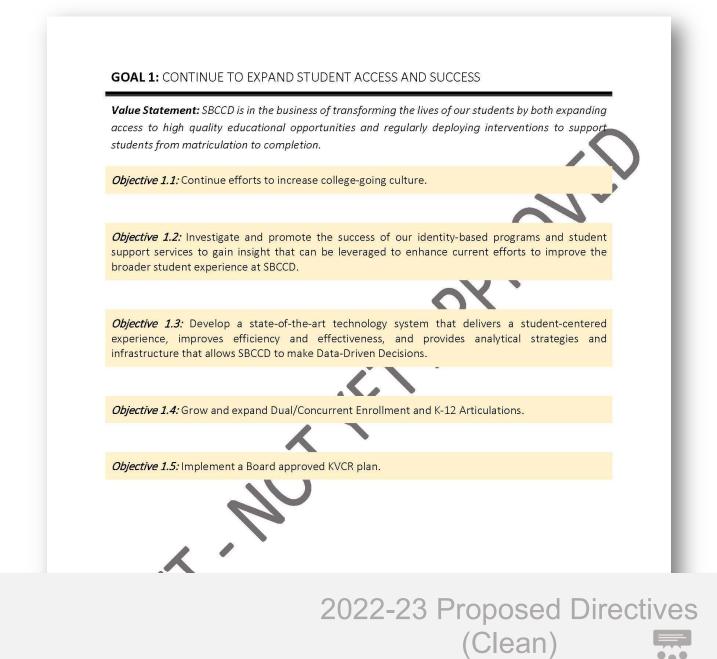
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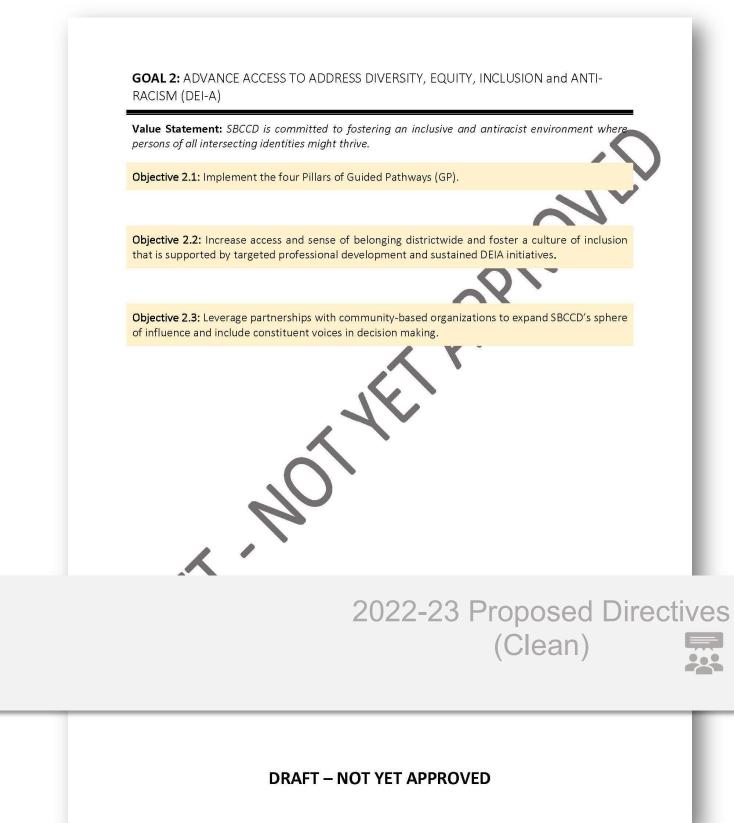
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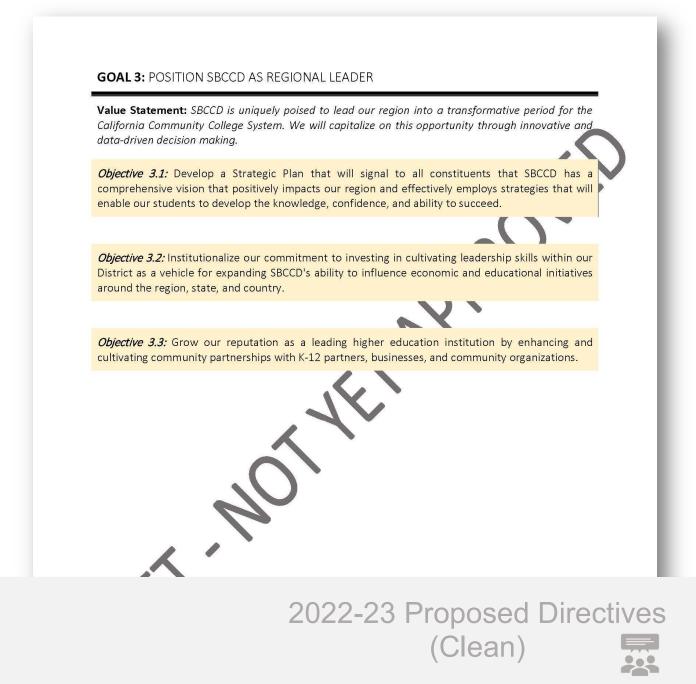


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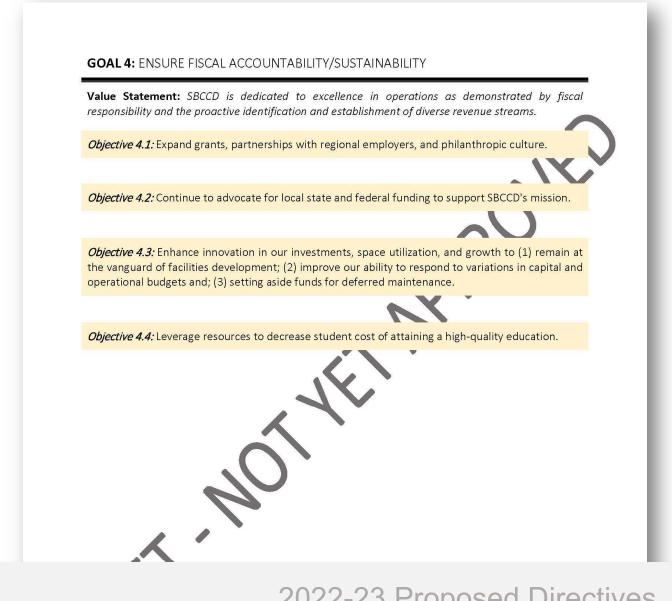


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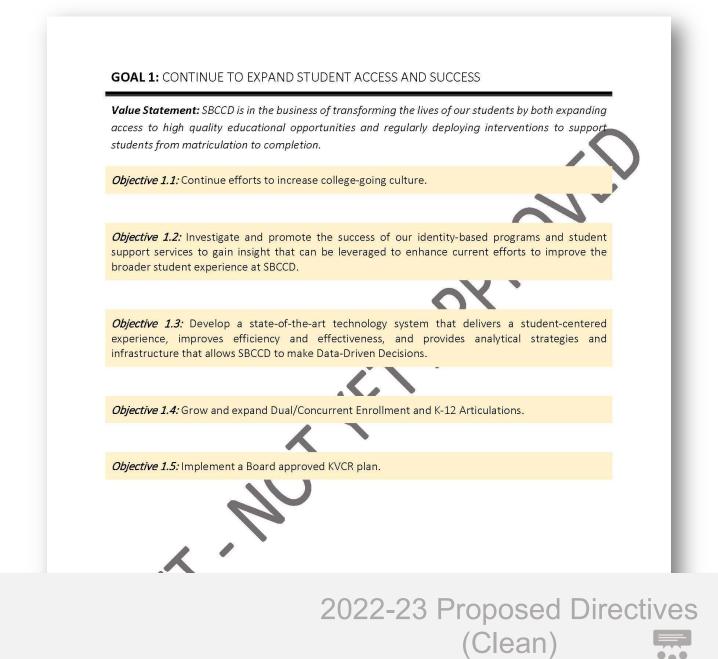
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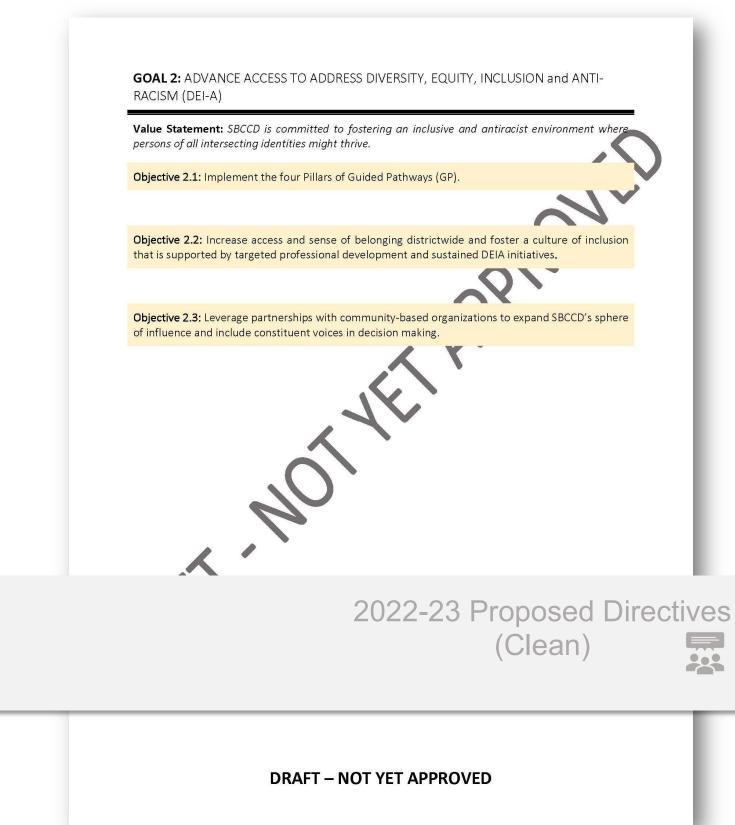


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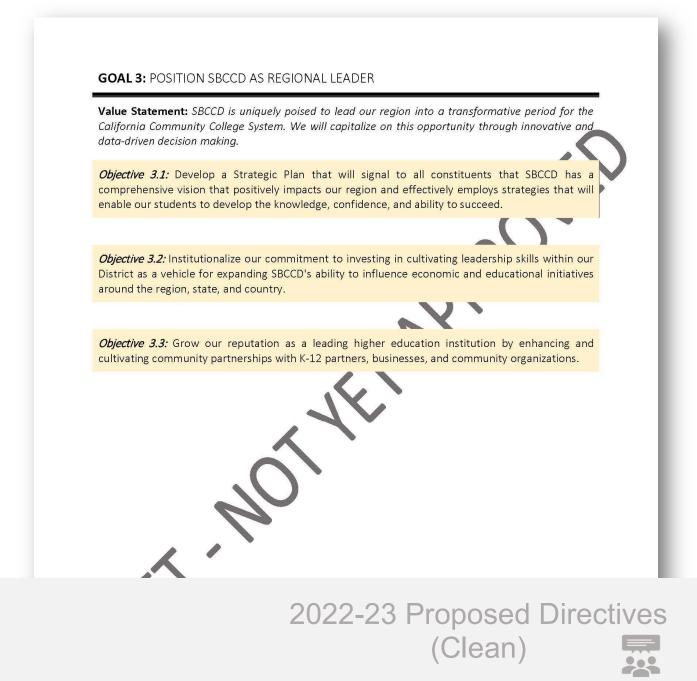
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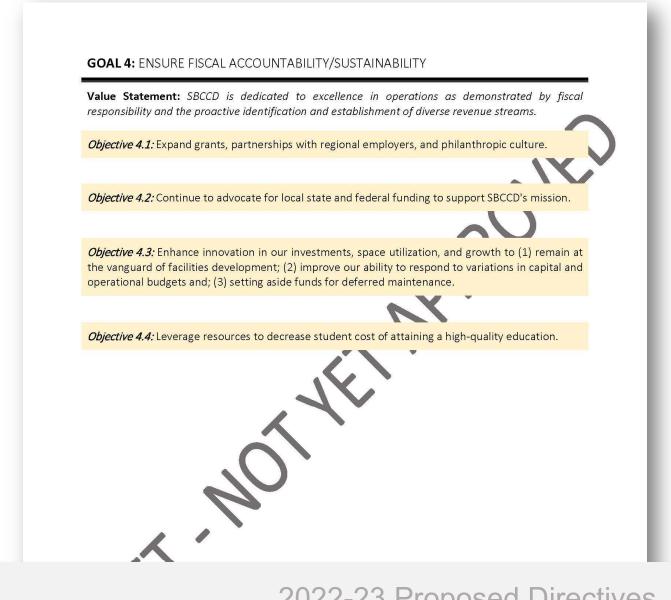
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