



Board of Trustees Budget Committee (BBC)

SBCCD Board Room, 114 S. Del Rosa Drive, San Bernardino CA 92408

Meeting Minutes

April 13, 2017

Members Present – **Donna Ferracone, Gloria Macías Harrison, Joseph Williams, Mike Strong, Jose Torres, Larry Strong, Scott Stark**

Members Absent – None

Guests Present – **Amalia Perez**, Director of Human Resources, **Angel Rodriguez**, Director of Marketing, Public Affairs & Government Relations, **Erika Almaraz**, Director of Internal Audits

I. Welcome & Introductions

Gloria called the meeting to order at 10:07 a.m. No introductions were necessary.

II. Public Comment

No members of the public were present when the BBC addressed this item.

III. Approval of Minutes

Joseph made a motion to approve the minutes of March 23, 2017, which Jose seconded. The motion was unanimously approved.

Ayes: Gloria, Donna, Joseph, Scott, Mike, Larry, Jose
Noes: None
Abstentions: None
Absent: None

IV. Current Topics

A. Educational Master Plan Strategic Directions

Scott, Mike and Jose reviewed with committee members the strategic recommendations for each site of the 2017 Comprehensive Master Plan. BBC members discussed the need for an annual *State of the District* report. Joseph commented that such a report should speak to the Student Success Scorecard and Scott mentioned that the ACCJC accreditation report could serve as a template. Joseph added that board goals and directives should be developed after the BOT has had the benefit of this type of reporting. Donna mentioned a desire for the development of dashboards. Jose advised that SBCCD is currently instituting a cycle of updating all its plans every 5-6 years. He mentioned that the recent master plan undertaking was the first ever completed on the district as a whole. Gloria added that SBCCD needs to establish a common set of term definitions.

Kelly Goodrich, Recorder

Jose reviewed the ways that district services can support the colleges. He cited the benefits of the ERP system from ADP which is now in development. Amalia shared a quick demonstration. Employees will be able to update their own address and check on their leave banks. In addition, evaluation reminders and processing will be automated.

B. FCC Auction Proceeds Strategic Financial Plan

BBC Members were each given a binder that included the materials they had requested in preparation for developing the FCC Auction Proceeds Strategic Financial Plan. Gloria mentioned the need to develop overarching principles which will guide the plan. Jose advised that the principles should help shape the “what” of the plan and that SBCCD staff can devise the “how”. He mentioned the importance of total cost of ownership.

Gloria mentioned that some of the items listed in the original board item task were to reimburse SBCCD for the legal costs associated with the auction and to change KVCR equipment bandwidth. It was mentioned that a cost estimate for this conversion should be available in the next two weeks.

The committee discussed the importance of collegial consultation and requested that the DBC members be asked to provide their thoughts on the guiding principles. Jose will send an email to DBC members and collect the feedback for the BBC to review at its May 11 meeting.

C. FTES Enrollment Report

Jose distributed a sample informational board item that addresses comments made at the previous meeting. BBC members discussed the anticipated shortfall and its impact on the colleges and district as a whole. Scott mentioned that SBVC is working to try and capture the additional FTES in order to cover the deficit. He also mentioned that this effort is having a significant impact on Valley faculty and staff, and that they are anticipating the realization of those FTES. Jose commented that SBCCD Resource Allocation Model is based on each entity managing itself. At some point there needs to be a discussion about CHC’s direction in light of its FTES shortfall.

D. Resource Allocation Model Review

Due to time constraints it was decided that this topic would be discussed at a future time.

V. Updates

B. Bookstore

Gloria asked for an update on the Bookstore. Jose advised that a proposal has been made to CSEA, however, it was not accepted. SBCCD will likely seek legal counsel in moving forward.

VII. Adjournment

The meeting adjourned at 12:04 p.m. The next meeting is scheduled for May 11, 2017 at 10:00 a.m. and will take place in the SBCCD board room.