

## Meeting Minutes

September 6, 2012, 2:00 p.m., PDC 104

**Members Present:** Charlie Ng, Cheryl Marshall, Ed Millican, Girija Raghavan, Glen Kuck, Karen Peterson, Kathy Crow, Kelli Barnett, Matthew Isaac, Mike Strong, Susan Ryckevic (for Penny Ongoco), Rhonda Prater, Scott Stark, Sheri Lillard, Steve Sutorus, Yendis Battle

**Members Absent:** Denise Allen, Rosemarie Hansen

### **Welcome**

Charlie Ng opened the meeting. Self-introductions were made.

### **Approval of May 17, 2012, Meeting Minutes**

The minutes were approved by consensus.

### **Committee Charge**

The committee reviewed its charge.

### **Final Budget – Fiscal Year 2013**

Charlie discussed the two scenarios facing the District based on the approval or defeat of the governor's November tax initiative, which proposes to increase personal income tax on annual earnings over \$250,000 for seven years, and increase sales and use tax by ¼ cent for four years.

If the taxes pass, the State will fund approximately \$50 million in increased enrollment statewide; for SBCCD that would mean an additional \$530,000 (116 FTES or about 30 sections). If the taxes don't pass the state will cut \$338 million from community colleges; for SBCCD, that would mean a \$4.3 million cut (950 FTES or approximately 250 sections). Also, there is almost \$16 million that the District is supposed to receive from the state in 2012-13 that it will not receive until 2013-14. If the taxes pass, that figure will be reduced to approximately \$14 million.

Another tax initiative being presented in November is called the Munger Initiative. Matthew Isaac asked whether or not the District would be affected in the event this initiative passes and the governor's fails. Charlie advised that the District would not receive any benefit from the passage of that initiative, which affects only K-12.

The committee reviewed the key aspects of the [FY 2013 Final Budget](#), including the Resource Allocation Model.

### **Budget & Accounting Manual**

Charlie talked about the [California Community College's Budget & Accounting Manual](#) which was recently updated. This manual provides the basis for the District's accounting system and contains information which will be helpful to committee members in understanding the District's budget.

### **Budget Revenue & Expenditure Summary**

Charlie reviewed this report with the committee. The committee discussed the fact that funds 74 and 76 will be combined going forward.

## **Recap of 2011-12**

Four subcommittees were developed last year, reflecting the committee's goals.

- Policies & Procedures – This subcommittee was formed to revise and recommend policy and procedures changes to District Assembly.
- Promote Budget Awareness – This subcommittee has developed a list of venues for dissemination of budget awareness information and topics. Cheryl Marshall mentioned that general information meetings, open forums, workshops, updates at in-service days, incorporating information into newsletter were some of the ideas developed for distribution. Some possible topics included what FTEs are and how they are calculated, what the breakeven points are for different classes or programs, etc.
- Budget Wiki – The Budget Wiki has been completed and launched. Glen Kuck suggested he present the Wiki at the next committee meeting. Based on that presentation, future tasks regarding content and maintenance of the Wiki could be discussed.
- Training – The aim of this subcommittee was to develop a knowledgeable group of people to present budget information to the campuses, senates, etc., to facilitate further knowledge of the budget procedures.

The Budget Committee reassigned subcommittee members for 2012-13 as follows:

### Policies & Procedures

Charlie Ng\*  
Glen Kuck  
Ed Millican

### Promote Budget Awareness

Mike Strong\*  
Kathy Crow  
Karen Peterson  
Girija Raghavan

### Training

Charlie Ng\*  
Scott Stark  
Sheri Lillard  
Kelli Barnett

\*Chair

## **2011-12 Committee Self-Evaluation**

The committee members reviewed the results and noted that no data was included one section. Charlie will investigate this lack of data and report back. (*Note: A corrected copy was emailed to committee members on 9/6/12 after the meeting.*) There was no further comment regarding this report.

## **District Office Expenditures**

Charlie addressed the perception held by some that District Office expenditures are too high. After a discussion of this topic, it was decided that Charlie will bring to next month's meeting the district office department budgets for the Unrestricted General Fund. Committee members will review and discuss the costs associated with the services provided by the District. Based on that discussion, ideas for disseminating a clearer picture of expenditures to campus constituencies can be developed and carried out by the Budget Awareness Subcommittee.

## **Adjournment**

The next meeting will be ~~October 11, 2012 at 2:00 p.m.~~ October 25 at 1:00 p.m. in PDC 104.

Kelly Goodrich, Recorder