



BUDGET COMMITTEE

Meeting Minutes

4/16/2015, 2:00 pm, PDC 104

Attendance

Members Present – Steve Sutorus, Yendis Battle, Cheryl Marshall, Rosemarie Hansen, Jeremy Sims (for Glen Kuck), Walt Chatfield, Matthew Isaac, Jose Torres, Girija Raghavan, Mike Strong, Scott Stark

Members Absent – Rhonda Prater, Miriam Fadel, Ruby Zuniga, Stacy Meyer, Vanessa Osorio, James Dulgeroff, Jack Miyamoto, Denise Allen-Hoyt, Gloria Fisher, Larry Strong

Guests Present – Greg Allred

Welcome/Introductions

Jose welcomed everyone at 2:08 p.m. No introductions were necessary.

Approval of February 19, 2015 Minutes

Matthew Isaac made a motion, which Walt Chatfield seconded, to approve the minutes from February 19, 2015. The motion was approved by consensus.

Approval of Revised RAM Guidelines for FY 2014-15 and 2015-16 as Recommended by the Enrollment Management Plan Task Force 1

Jose discussed with the committee the Collaborative Brain Trust report on enrollment management and the recommendations of the Enrollment Management Task Force 1, which was comprised of the following membership: college presidents; academic senate presidents; vice presidents of instruction, administrative services, and student services; chancellor; and vice chancellor of Business & Fiscal Services.

The DBC reviewed the recommendations. Walt asked what would happen if enrollment decreased because students just didn't show up. Scott Stark mentioned that marketing is a big piece of the plan at SBVC. Mike Strong advised that it is the same for CHC and the 2015-16 budget is being developed accordingly. He mentioned that environmental data indicates there are students to be captured. Cheryl Marshall added that district partnerships with K-12s and registration waitlists are two other tools being utilized. Jose advised that there is an Enrollment

Management Task Force 2 that is working on data measurements of course/section capacity and fill rates, as well as waitlists, which will enable SBCCD to maximize sections. Cheryl commented that it is necessary to pursue growth when growth dollars are available, otherwise the district might miss the opportunity. This is the best time to do this.

After some further discussion, Jose advised the committee that it now had three options:

- 1) Do not take the recommendations and function with established guidelines which were approved 4/24/2014,
- 2) Move forward with the recommendations, or
- 3) Develop something different.

Rosemarie Hansen moved that the committee accept both proposals from the Enrollment Management Task Force 1. Scott seconded. Mike agreed with the motion but mentioned that it is important to see how the expenditures affect the numbers. Committee members agreed with Mike. The motion was unanimously approved.

The DBC will submit recommendation #2015-05 to Chancellor's Cabinet to revise RAM Guidelines for FY 2014-15 and 2015-16. If accepted by the Cabinet, the recommendations will be forwarded to District Assembly as an information item and become part of the preliminary budget.

2015-16 Budget Development Tasks

Jose advised that work is continuing on the development budget. He proposed that the DBC convene a special meeting on May 7 to review the preliminary budget and district office expenditures. The committee was agreeable to the special meeting. The meeting after that will be on May 21 and to review the tentative budget.

Adjournment & Next Meeting

The next meeting of the Budget Committee is scheduled for May 7, 2015 2:00 p.m. in the District Board Room.