

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Jose F. Torres, Vice Chancellor, Business & Fiscal Services
PREPARED BY: Jose F. Torres, Vice Chancellor, Business & Fiscal Services
DATE: February 25, 2016
SUBJECT: Consideration of Approval of Prioritized Board Directives for the 2016-17 Budget

RECOMMENDATION

It is recommended that the Board of Trustees approve the attached Board Directives for the 2016-17 budget.

OVERVIEW

District Administrative Procedure 6200, Budget Preparation, calls for the Board of Trustees to give initial direction concerning the distribution of resources for the 2016-17 budget by February 2016. This includes setting the level of contingencies and other reserves, making any changes in the District's mission, and determining the amount of resources available in the District for allocation to the colleges.

ANALYSIS

The attached directives were developed and reviewed by the Board of Trustees through its Ad Hoc Budget Committee and studied as an information item at the December 10, 2015 and January 21, 2016 business meetings. They were finalized and prioritized at the February 4, Board of Trustees study session and are now being submitted for formal approval.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

This board item has no financial implications.



Prioritized Board Directives for the 2016-17 Budget

(Submitted for approval February 25, 2016)

- 1) Balance the 2016-17 budget without the use of Fund Balance with the exception of one-time expenses related to the 2016-17 Early Retirement Incentive Plan.
- 2) As adopted in the District Strategic Plan, allocate funding through the resource allocation model to pursue improvement in student success by continuing funding for student success programs at both colleges.
- 3) As adopted in the District Strategic Plan, allocate funding through the resource allocation model to pursue improvement in student access. This includes growth at SBVC to maintain at least 10,500 FTES and continuing growth at CHC to reach 5,000 FTES.
- 4) Maintain a minimum Fund Balance level of 15% (state minimum is 5%), unless Fund Balance is utilized for specially identified "one-time" needs as authorized by the Board of Trustees. (*"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.*)
- 5) Continue toward the sustainability of KVCR.
- 6) Any new positions must be approved through the process of program review or any other prioritization process as established at the colleges and district offices.
- 7) Replace all faculty retirements.
- 8) Honor collective bargaining agreements.