Meeting Minutes – February 3, 2022, 2:00 p.m.

I. **Welcome & Introductions**

Jose Torres opened the meeting at 2:02 p.m.

II. **Approval of Minutes**

A. Confirm a Quorum

Quorum was confirmed.

B. Approve Minutes of November 4, 2021

Robert Alexander made a motion to approved the minutes of November 4, 2021 meeting, which Rosemarie Hansen seconded. The motion was unanimously approved.

III. **Current Topics**

A. State Budget Update

Larry Strong presented an update to the committee on the FY 2022-23 State Budget. The Governor released his proposed budget in January. Highlights that are relevant to SBCCD:

- *86% of new spending is one-time*
- *$150 million is proposed to be allocated to assist with retention and enrollment strategies.*
- *Student Centered Funding Formula – permanent new hold harmless funding proposed to be set at the 2024-25 proposed level.*
- *Possible 5.33% COLA*
- *0.5% enrollment growth*
- *$200 million for part-time faculty health insurance*
- *$388 million for deferred maintenance and energy projects*
- *$100 million for student success and completion grant.*

Jose emphasized that, as indicated in the multi-year forecast, enrollment is going to be extremely important in the coming years. We need to be proactive and start looking now at ways to increase.

Kevin Horan commented that, in addition to looking into ways that we can increase enrollment, we need to talk about ways that we can decrease expenses. He would like this discussed so that not all the pressure is on the enrollment. Jose agreed that we need to look at the expenses and revenues.

Scott Thayer asked for clarification on the time line for student hold harmless. It was confirmed that the new baseline year will be 2024-25.

Erika Menge, Recorder

B. DSO Unrestricted General Fund Budget

Every year the budget process begins in December. Larry has been working with DSO directors so that the DSO budget can be reported to the colleges. A structured methodology approach has been used for the last 4-5 years. The goal is to be as transparent as we can with the changes and help everyone to understand the components, departments and changes.

In summary, the total DSO Budget is proposed at $23,248,99, which is an increase of $1,101,857.

Kevin asked about how positions in administrative hold are reflected in the budget. After some discussion, Jose agreed that in the future, when a position is put on admin hold, the funding will remain in the budget and then it will show a savings for the vacant positions.

Denise Knight asked if strategies to increase enrollment would be rolled out at the campus or district level, and where will the student funding be reflected in the budget? Jose shared that Cabinet level discussions strategizing how to increase student enrollment districtwide utilizing $1.3 million from the state budget have begun. Next year we should receive additional funding for enrollment strategies. The student funding is part of the restricted fund, so it is not reflected on the Unrestricted Budget report that Larry shared.

IV. **Update – 2022-23 Budget Directives**

In November the committee approved the Budget Directives and they were sent the Board for approval. There was a lot of discussion at the Board level. They did not revise any of the proposed language only the attachments that go with them, to provide clarification. The Board did take our recommendations but they are not yet approved.

V. **Future Topics**

Jose stated that an upcoming topic will be the Resource Allocation Model and Multiyear Forecast. There will be a training on the Resource Allocation Model to ensure that everyone has a basic understanding of the process, then at the following meeting the changes will be reviewed.

VI. **Next Meeting Date & Adjournment**

The next meeting is scheduled for March 3 at 2:00 p.m. The meeting adjourned at 2:31 p.m.

Erika Menge, Recorder

Meeting Attendance – February 3, 2022, 2:00 p.m.

QUORUM: Definition of Quorum is established by Chancellor's Council. Committees cannot vote or make decisions unless they have met quorum, but in order to encourage participation, committee members can provide a designee or a proxy if they are not able to attend.

yes	1) 50% + one of appointed voting members (not 50% of members plus vacancies).	
yes	2) Two persons from each site (CHC, SBVC, DSO)	
yes	3) Three of four constituent groups represented (faculty, classified, student, management)	

	Representation	Member Name or Vacant	Present or Absent?
1	Faculty, CHC (1 of 2) *(appointed by Academic Senate President)*	Brandi Bailes	*Absent*
2	DSO *(appointed by CSEA)*	Corrina Baber	*Present*
3	Faculty, SBVC (1 of 2) (appointed by Academic Senate President)	Davena Burns-Peters	*Absent*
4	Black Faculty & Staff	Denise Knight	*Present*
5	Latino Faculty & Staff	Erik Morden	*Present*
6	Classified, SBVC (appointed by Classified Senate President)	Girija Raghavan	*Present*
7	Executive Vice Chancellor, Chair	Jose Torres	*Present*
8	Faculty, CHC (2 of 2) (appointed by Academic Senate President)	Josh Robles	*Absent*
9	Management, CHC *(appointed by college president)*	Kevin Horan	*Present*
10	Director of Fiscal Services	Larry Strong	*Present*
11	Classified, CHC (appointed by Classified Senate President)	Laura Van Genderen	*Present*
12	Chief Technology Officer	Luke Bixler	*Present*
13	VP, Admin Services, CHC	Mike Strong	*Absent*
14	ASG President or designee, CHC	Robert Alexander	*Present*
15	Faculty, SBVC (2 of 2) (appointed by Academic Senate President)	Romana Pires	*Absent*
16	CSEA Treasurer (appointed by CSEA)	Rosemarie Hansen	*Present*
17	Management, SBVC *(appointed by college president)*	Scott Thayer	*Present*
18	Business Manager	Steve Sutorus	*Absent*
19	VP, Admin Services, SBVC	Vacant	*n/a*
20	ASG President or designee, SBVC	Vacant	*n/a*
21	CTA (appointed by CTA)	Vacant	*n/a*

Erika Menge, Recorder