



District Budget Advisory Committee (DBAC)  
Meeting Minutes – March 3, 2022, 2:00 p.m.

**I. Welcome & Introductions**

*Jose Torres opened the meeting at 2:07 p.m. and reviewed the agenda.*

**II. Approval of Minutes**

A. Confirm a Quorum

*Quorum was confirmed.*

B. Approve Minutes of February 3, 2022

*Mike Strong made a motion to approve the minutes from February 3, which Larry Strong seconded. The motion was approved. Mary Valdemar and Romana Pires abstained.*

**III. Current Topics**

A. Addition of Membership Role for Asian Pacific Islander Association (APIA)

*Jose shared that last December Chancellor's Council had approved advisory committee representation for the newly formed Asian Pacific Islander Association. Mary Valdemar made a motion to approve this position for the DBAC roster, which Corrina Baber seconded. The motion was unanimously approved. Chancellor's Council will be notified of the action.*

B. Multi-Year Forecast (MYF) | Resource Allocation Model (RAM)

*Jose advised he was sharing a presentation with the committee to provide historical context on the Multi-Year Forecast, which is also known as the Resource Allocation Model. The PowerPoint will be forwarded to the DBAC.*

*At the mention of the College Brain Trust, Kevin Horan advised that there were numerous recommendations for CHC in the 2014 study which have been enacted.*

*Larry went through the Multi-Year Forecast (MYF), also known as the Resource Allocation Model (RAM). Usually the MYF is shown with the current year and 4-5 years into the future. The RAM is applied in the MYF. Larry referred to the different sections – A, B, C and D.*

*He pointed out the state-based revenue. All colleges get some funding based on their size. CHC is classified as a small college and SBVC is as a medium college.*

*He mentioned that for Credit FTES, the State uses the three-year average and pointed out the State rate paid for each FTES. Special Admit and CDCP categories get a different rate.*



*Larry reviewed lines 16, 16a and 16b which indicate that SBCCD is currently receiving \$1.4 million over and above the FTES calculation. This is stability protection from the State.*

*He advised that the percentages on line 17 represent how much of the revenue is generated from Valley and how much from Crafton. These percentages inform how revenues are divided.*

*Delmy Spencer confirmed with Larry that data components are reviewed and verified by the SBCCD Office of Institutional Research and Effectiveness in conjunction with the colleges. Jose mentioned that the States student centered funding formula was implemented before the data could be established and the effort to reconcile SBCCD data with the State is ongoing even now.*

*Mike confirmed that he, and now Tenille Norris, meet with Christopher Crew to review and discuss the various FTES metrics.*

*Mary commented that a lot of expenses have shifted from the colleges that earn FTES to the district entities. She asked about district income. Larry advised that all the State income for the entire district comes from students and FTES.*

*Mike asked about the term "Revenue Shortfall" on line 19. Larry explained that once the State determines the amount owed to all the colleges based on the State formula, that amount is compared with forecasted State income. If they find they can't fund what the districts are owed, they announce a Revenue Shortfall and the districts do not get the calculated amounts for that period.*

*Romana Pires stated her desire that DBAC members have input on how the budget should be spent, rather than simply getting a presentation on something over which they have no control.*

*Kevin responded that from his perspective what Jose and Larry presented is an overview to bring everyone to the same page so that input can be given to the RAM. Earlier in the presentation Jose referenced the College Brain Trust study which had a recommendation for the district RAM to be reevaluated and examined. That's what the DBAC will be giving input on – how the assessment from the district is handled. Each college has its own budget committees to discuss inputs at the college level.*

*Romana asked if there will ever be any discussion of money. Larry advised her that the DSO expense budget had been reviewed in depth at the February 3 meeting and offered to meet with her one on one if she wanted a recap of that presentation.*

*Romana asked if changes could have been made to the budget at that time. Larry advised that during this process input is given and changes can be made if there's*



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*enough concern about a certain area. Currently, the DSO draft budget is waiting for the campus budgets, which are due March 14. Then it all gets put together and this committee will have a chance to review the combined budget.*

*Jose advised that DBAC will be having discussions in the coming meetings that get into all the details, but it was very important to make sure everyone is on the same page, before we begin those conversations.*

*Denise Knight expressed her concern about the missing FTES and how SBCCD would make up that shortfall. Jose advised that through SBCCD's multi-year forecast this issue has been identified. Over the next couple years, SBCCD will be under stability protection in the form of hold harmless or emergency conditions allowance, but the goal will be to grow 4% each year.*

*Erik Morden mentioned the budget presentation made at the February 24 Board strategy session. It was jaw-dropping to see the \$8 million deficit. Jose mentioned that the numbers will change as the budget develops.*

*As we start talking about what SBCCD can do to make a balanced budget, Jose wants to make sure we get to this level of understanding.*

*Mike asked Jose for any recommendations on what discussions he'd like DBAC members to have at the colleges in preparation for that future districtwide discussion. Jose felt it is important to understand the three different revenues types that SBCCD receives, the options of hold harness, emergency conditions allowance, and the SCFF.*

*It's important to understand that in 2024-25 those protections will no longer to be there.*

**IV. Future Topics**

*This topic was not discussed due to time constraints.*

**V. Next Meeting Date & Adjournment**

*The next meeting is scheduled for Aril 7, 2022 at 2:00 p.m. The meeting adjourned at 3:11 p.m.*



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**Meeting Attendance**

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.

<u>yes</u>	1) 50% + one of appointed voting members (not 50% of members plus vacancies).
<u>yes</u>	2) Two persons from each site (CHC, SBVC, DSO)
<u>yes</u>	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	<i>Absent</i>
2	DSO (appointed by CSEA)	Corrina Baber	<i>Present</i>
3	Faculty, SBVC (1 of 2) (appointed by Academic Senate President)	Davena Burns-Peters	<i>Absent</i>
4	Black Faculty & Staff	Denise Knight	<i>Present</i>
5	Latino Faculty & Staff	Erik Morden	<i>Present</i>
6	Classified, SBVC (appointed by Classified Senate President)	Girija Raghavan	<i>Present</i>
7	Executive Vice Chancellor, Chair	Jose Torres	<i>Present</i>
8	Faculty, CHC (2 of 2) (appointed by Academic Senate President)	Josh Robles	<i>Present</i>
9	Management, CHC (appointed by college president)	Kevin Horan	<i>Present</i>
10	Director of Fiscal Services	Larry Strong	<i>Present</i>
11	Classified, CHC (appointed by Classified Senate President)	Laura Van Genderen	<i>Present</i>
12	Chief Technology Officer	Luke Bixler	<i>Present</i>
13	CSEA Treasurer (appointed by CSEA)	Mary Valdemar (proxy)	<i>Present</i>
14	VP, Admin Services, CHC	Mike Strong	<i>Present</i>
15	ASG President or designee, CHC ( <i>arrived 3:09 p.m.</i> )	Robert Alexander	<i>Absent</i>
16	Faculty, SBVC (2 of 2) (appointed by Academic Senate President)	Romana Pires	<i>Present</i>
17	Management, SBVC (appointed by college president)	Scott Thayer	<i>Absent</i>
18	Business Manager	Steve Sutorus	<i>Absent</i>
19	VP, Admin Services, SBVC	Tenille Norris	<i>Present</i>
20	ASG President or designee, SBVC	Samantha Zamora	<i>Absent</i>
21	CTA (appointed by CTA)	Vacant	<i>n/a</i>