



District Budget Advisory Committee (DBAC)  
Meeting Minutes – January 19, 2023, 2:00 p.m.

**I. Welcome & Introductions**

*Larry Strong brought the meeting to order shortly after 2:00 p.m.*

**II. Approval of Minutes**

A. Confirm a Quorum

*Quorum was confirmed.*

B. Approve Minutes of November 17, 2023

*Robert Alexander made a motion to approve the minutes, which Davena Burns-Peters seconded. The motion passed by a majority vote.*

**III. Current Topics**

2023-24 State Budget Update

*Larry talked about the budget process. Budget development begins in November. The DSO budget will be shared with the DBAC at its February meeting. The campuses are also beginning to work on their budgets. That happens at the beginning of March. This is how the unrestricted general fund budget is compiled. The Tentative Budget is approved by the Board in June. The Final Budget is approved in September.*

*Romana Pires asked when the DBAC was able to give feedback on the budget and asked if the Board is given the opportunity to read the feedback. It was clarified that the DBAC reports to Chancellor's Council through its minutes and Notices to the Chancellor's Council.*

*There were no questions about the state budget.*

**IV. Future Topics**

Any Member Suggestions?

*Ernest Guillen voiced concern that members do not have the opportunity to "advise" and make suggestions about the proposed budget. In other words, they are only asked to approve an already developed budget and are unable to report the budget to their groups, receive input and bring that input back to DBAC, thus allowing for adjustments and innovations.*

*It was suggested that a meeting be held in which people's voices could be heard and at which informal discussion could take place regarding program review and how the DSO budget can support the campuses.*



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*Davena recalled that the advisory committee process was still relatively new and commented that she had heard similar concerns in other advisory bodies. She stated that the intent is not to take over the budgeting process because there are professional, educated people performing this work. She suggested a meeting wherein conversations could be had as to the role of the DBAC. Does it mean breaking down the budget? Who makes the decisions on what funds go into what accounts and the ultimate impact on the campuses?*

*Denise Knight voiced her continuing concern about FTES. What is the target in concrete numbers? Nohemy Ornelas responded that the 2022-23 SBCCD target FTES is 12,939 and that we have achieved approximately 67%. There is a Districtwide Enrollment Management Subcommittee meeting scheduled for later January or early February.*

*Concern was expressed that SBVC may be downgraded from a medium campus to small campus.*

### **V. Next Meeting Date & Adjournment**

The next meeting is scheduled for February 16, 2023, at 2 p.m.

*The meeting ended at 3:10 p.m. Larry encouraged DBAC members to attend the February meeting at which the DSO budget will be discussed.*



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**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) One faculty member from each campus
- yes 3) Two persons from each site (CHC, SBVC, DSO)
- yes 4) Three of four constituent groups represented (faculty, classified, student, management)

1	Executive Vice Chancellor, Chair	Jose Torres	
2	Management, CHC (appointed by college president)	Kevin Horan	<i>Present</i>
3	Management, SBVC (appointed by college president)	Scott Thayer	<i>Present</i>
4	VP, Admin Services, CHC	Mike Strong	<i>Present</i>
5	VP, Admin Services, SBVC	Tenille Norris	<i>Present</i>
6	Director of Fiscal Services	Larry Strong	<i>Present</i>
7	Business Manager	Steve Sutorus	
8	Chief Technology Officer	Luke Bixler	<i>Present</i>
9	Faculty, CHC (1 of 2) (appointed by Academic Senate President)	Natalie Lopez	<i>Present</i>
10	Faculty, CHC (2 of 2) (appointed by Academic Senate President)	Josh Robles	
11	Faculty, SBVC (1 of 2) (appointed by Academic Senate President)	Davena Burns-Peters	<i>Present</i>
12	Faculty, SBVC (2 of 2) (appointed by Academic Senate President)	Romana Pires	<i>Present</i>
13	Classified, CHC (appointed by Classified Senate President)	Erik Morden	
14	Classified, SBVC (appointed by Classified Senate President)	Girija Raghavan	<i>Present</i>
15	ASG President or designee, CHC	Robert Alexander	<i>present</i>
16	ASG President or designee, SBVC	Nelva Ruiz-Martinez	<i>Present</i>
17	Black Faculty & Staff Association	Denise Knight	<i>present</i>
18	Latino Faculty, Staff, & Administrators Association	Ernest Guillen	<i>present</i>
19	CTA (appointed by CTA)	Riase Jakpor	
20	CSEA Treasurer (appointed by CSEA)	Yendis Battle	<i>Present</i>
21	Classified, DSO (appointed by CSEA)	Debbie Castro	
22	Management Association	Stephanie Lewis	
23	Confidential Group	Kelly Goodrich	<i>Present</i>
24	Police Officer’s Association	<b>Vacant</b>	
25	Asian Pacific Islanders Association	Patty Quach	<i>Present</i>