



I. Welcome & Introductions

Jose Torres brought the meeting to order shortly after 2:05 p.m. No introductions were necessary.

II. Orientation

A. 2022-23 Self-Evaluation

Committee members reviewed each result of the self-evaluation. Jose reminded everyone that staff from DSO Fiscal Services is available whenever they need assistance communicating budget information to constituents.

B. Orientation & Charge

The DBAC reviewed its charge, meeting format, representation duties, and quorum requirements. A discussion followed as to the true nature of the SBCCD advisory committees. Are there any advisory actions?

Davena Burns-Peters commented that the charge states that the intent is not to replace or undermine the local college decision making process. Perhaps we need to continue to wrestle with the concept of this being more of a reporting committee.

It was suggested that a topic for conversation could be the SBCCD broader budget process and how it relates to the State process in forecasting revenue for the coming year and providing guidance to the colleges. Each college has its own budget process which is managed for the most part by the Vice President of Administrative Services and the college budget committee.

The Fiscal Services team works to consolidate the budgets and analyze them to determine if adjustments are necessary to ensure a balanced SBCCD budget. Linda Fontanilla gave her perspective that this process is a collaboration and a partnership. Jose suggested that DBAC has more of a "global" perspective to bring it altogether for constituents.

III. Approval of Minutes

A. Confirm a Quorum

Quorum was confirmed.

B. Approve Minutes of May 18, 2023

Kevin Horan made a motion, which Davena seconded to approve the minutes. This motion was unanimously approved.

IV. Current Topic

2023-24 Budget

Jose presented the draft 2023-24 final budget for DBAC review. The PDF will be sent to DBAC members. The committee went over enrollment goals and the five-year forecast summary for the unrestricted general fund. The proposed budget is balanced and meets the two-months reserve requirement.



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IV. Future Topics

It was suggested that a presentation on the budget process be provided at a future meeting. Jose advised he will task Director of Fiscal Services Larry Strong to do this.

V. Next Meeting Date & Adjournment

The meeting ended at approximately 2:45 p.m. The next meeting is scheduled for Thursday, September 21 at 2 p.m. It was also mentioned that there will be a final budget presentation at the August 31 Board of Trustees strategy session.



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) One faculty member from each campus		
<u>yes</u>	3) Two persons from each site (CHC, SBVC, DSO)		
<u>yes</u>	4) Three of four constituent groups represented (faculty, classified, student, management)		
1	Faculty, SBVC (1 of 2) (appointed by Academic Senate President)	Davena Burns-Peters	<i>present</i>
2	Classified, DSO (appointed by CSEA)	Debbie Castro	<i>present</i>
3	Black Faculty & Staff Association	Denise Knight	
4	Latino Faculty, Staff, & Administrators Association	Erik Morden	<i>present</i>
5	Classified, SBVC (appointed by Classified Senate President)	Girija Raghavan	
6	Executive Vice Chancellor, Chair	Jose Torres	<i>present</i>
7	Faculty, CHC (2 of 2) (appointed by Academic Senate President)	Josh Robles	
8	Classified, CHC (appointed by Classified Senate President)	Karen Peterson	<i>present</i>
9	Confidential Group	Kelly Goodrich	<i>present</i>
10	Management, CHC (appointed by college president)	Kevin Horan	<i>present</i>
11	Director of Fiscal Services	Larry Strong	
12	Management, SBVC (appointed by college president)	Linda Fontanilla	<i>present</i>
13	Chief Technology Officer	Luke Bixler	<i>present</i>
14	Faculty, CHC (1 of 2) (appointed by Academic Senate President)	Meridyth McLaren/ Natalie Lopez	<i>present</i>
15	VP, Admin Services, CHC	Mike Strong	
16	ASG President or designee, SBVC	Nelva Ruiz-Martinez Dyami Ruiz-Martinez	<i>present</i>
17	Asian Pacific Islanders Association	Patty Quach	
18	CTA (appointed by CTA)	Riase Jakpor	
19	ASG President or designee, CHC	Robert Alexander	<i>present</i>
20	Faculty, SBVC (2 of 2) (appointed by Academic Senate President)	Romana Pires	
21	Police Officer’s Association	Vacant	
22	Management Association	Stephanie Lewis	
23	VP, Admin Services, SBVC	Steve Sutorus	
24	Business Manager	Vacant	
25	CSEA Treasurer (appointed by CSEA)	Ernest Guillen (Proxy)	<i>present</i>