



## I. Welcome & Introductions

*Larry Strong brought the meeting to order shortly after 2:00 p.m. No introductions were necessary.*

## II. Approval of Minutes

### A. Confirm a Quorum

*Quorum was not confirmed so the committee moved onto the presentation portion of the meeting.*

### B. Approve Minutes of August 17, 2023

### C. Approval of Minutes from October 26, 2023

*Approval of the minutes was tabled due to lack of quorum.*

## III. Current Topic

### A. SBCCCD Budget Process (continued from October 29)

*Larry recapped the contents of the presentation made at the previous meeting and they committee picked up at slide 27 on the Budget Cycle which begins in November.*

*At the end of the presentation, Romana Pires asked if DBAC gets a say regarding review of the budget calendar or any of the other budget components. Kelly Goodrich advised that comments voted on and approved by the committee are passed to Chancellor's Council.*

*Larry reminded the group that in February the DSO budget is reviewed in depth and is a good opportunity for input or to express any concerns. In addition, the budget is not final until September fifteenth, so when this body has a chance to look at it, those various points in time, feedback can be given.*

*Larry went on to advise the committee that he and other members of the Fiscal team are always willing to speak to constituent groups and answer specific questions. Or questions can be asked via email that he and his team can address.*

*Committee members were asked if they have any concerns or feedback to share today. Romana gave some examples of topics she would like to see discussed such salaries. Since they are 87% of the budget, it might be a good topic to discuss. Is the percentage stuck? What are some of the things we can do to make sure SBCCCD is aligned with other colleges. This is one example of things she would like to see discussed. Can we brainstorm ideas? Can we discuss the different types of FTES funding? What are the projections? What are we doing? How is that going to affect the budgets?*

*Larry advised that topics of interest for the committee should be emailed to Chair Jose Torres for including on the agenda. For example, we could discuss what the District is doing to increase FTES. In addition, space could be added to the agenda to discuss constituent concerns or feedback.*



*John Feist commented that this could be how constituent budget priorities could be brought forward to be considered for the budget.*

*Committee members discussed a desire for the Books + program to continue into next year. Denise Knight commented that the Books+ program will certainly impact enrollment and expressed her desire to know where all the numbers come from. Larry mentioned that the Fiscal department has been working on preparing different presentations to try and answer some of these complicated questions. He referenced the recent one on the Student Centered Funding Formula. He reiterated that if more detail on any topic is necessary, DBAC members can reach out to Larry and members of his Fiscal team can meet with them and their constituents to provide detailed answers to their questions.*

*Nelva Ruiz-Martinez asked about the Books+ program, advising that students have some questions about this. The cessation of Books+ is a major concern. Larry explained that the only reason SBCCD was able to offer this program during the past couple years is due to the expenditure of about \$8.5 million in COVID-19 funding. It would not be possible to fund this program from the Unrestricted General Fund.*

*It was decided by the committee members present that, even though there is a lack of quorum at this meeting, the following suggestions would be forwarded to Chancellor's Council for consideration:*

- Is there room for negotiation with the vendor regarding the cost of Books+. Or instead of 100% coverage of books could we find a way to fund books that are the most expensive and do not have OER resources?*
- Is there any way to replace the COVID-19 funds? What about the investment fund we have from the sale of KVCR?*
- Does it have to be all or nothing? Perhaps we can't fund it at the \$8 million dollar level, but maybe at a \$2 million dollar level.*
- Is there a cost-benefit analysis to see what parts of Books+ is most beneficial? We can at least narrow down what we should prioritize funds on.*

**B. Board Item Draft - 2024-25 Budget Calendar (continued from October 26)**

*Committee members reviewed the Budget Calendar. It was mentioned that this document is important and required for SBCCD's process.*

**IV. Next Meeting Date & Adjournment**

*The meeting ended at 3:00 p.m. The next meeting is scheduled for Thursday, December 21.*



**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>no</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>absent</i>
2	Black Faculty & Staff Association Denise Knight <i>present</i>
3	Latino Faculty, Staff, & Administrators Association Erik Morden <i>absent</i>
4	Classified, SBVC (appointed by Classified Senate President) John Feist (proxy) <i>present</i>
5	Police Officer’s Association James Quigley <i>present</i>
6	Classified, DSO (appointed by CSEA) Jesse Neimeyer-Romero <i>present</i>
7	Executive Vice Chancellor, Chair Jose Torres <i>absent</i>
8	Faculty, CHC (2 of 2) (appointed by Academic Senate President) Josh Robles <i>absent</i>
9	Classified, CHC (appointed by Classified Senate President) Karen Peterson <i>present</i>
10	Confidential Group Kelly Goodrich <i>present</i>
11	Management, CHC (appointed by college president) Kevin Horan <i>absent</i>
12	Director of Fiscal Services Larry Strong <i>present</i>
13	Management, SBVC (appointed by college president) Linda Fontanilla <i>absent</i>
14	Chief Technology Officer Luke Bixler <i>present</i>
15	Faculty, CHC (1 of 2) (appointed by Academic Senate President) Meridyth McLaren <i>absent</i>
16	VP, Admin Services, CHC Mike Strong <i>present</i>
17	ASG President or designee, SBVC Nelva Ruiz-Martinez <i>present</i>
18	Asian Pacific Islanders Association Bethany Tasaka (proxy) <i>present</i>
19	CTA (appointed by CTA) Riase Jakpor <i>present</i>
20	ASG President or designee, CHC Robert Alexander <i>absent</i>
21	Faculty, SBVC (2 of 2) (appointed by Academic Senate President) Romana Pires <i>present</i>
22	Management Association Stephanie Lewis <i>absent</i>
23	VP, Admin Services, SBVC Steve Sutorus <i>present</i>
24	Business Manager vacant <i>n/a</i>
25	CSEA Treasurer (appointed by CSEA) Yendis Battle <i>present</i>