



San Bernardino Community College District
DISTRICT BUDGET ADVISORY COMMITTEE
August 15, 2024
2:00 pm-3:00 pm Pacific Time

MEETING AGENDA

District Budget Advisory Committee (DBAC)

Via Zoom: <https://cccconfer.zoom.us/j/360544163>

Or Dial-In: 669-900-6833 | Meeting ID: 360 544 163

I. Welcome & Introductions

Jose F. Torres, Executive Vice Chancellor

II. Approval of Minutes

A. Confirmation of Quorum

B. Approval of Minutes from May 16, 2024

III. Current Topics

A. SBCCD 2024-25 Final Budget

B. Enterprise Fund Model Presentation

C. DBAC Evaluation Survey Results

IV. Next Meeting Date & Adjournment

The next meeting is scheduled for September 19, 2024, at 2 p.m.

Committee Charge

The District Budget Advisory Committee is to share budget information with identified constituencies. It is intended to provide a forum for budget discussion and input. It is also a committee where explanations of Board action can be discussed. The committee is neither a decision-making body nor is it intended to undermine or replace the budget allocation processes of the colleges. Responsibilities include, but are not limited to the following.

- Review and evaluate current, projected or proposed Federal, State and local funding affecting California Community Colleges and SBCCD.*
- Review budgetary policies, administrative procedures, allocation model formulas and guidelines, and the financial well-being of the District. (Union issues which are conducted as a part of labor negotiations are not a part of this Committee's responsibility.)*
- Review both general fund unrestricted and restricted revenue sources, enrollment growth projections, and other workload measures.*
- Review and make recommendations to Chancellor's Council regarding budget assumptions (revenues, allocations, COLA and growth).*
- Promote budget awareness and communicate budget issues.*



District Budget Advisory Committee (DBAC)
Meeting Minutes – May 16, 2024, 2:00 p.m.
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I. Welcome & Introductions

Jose Torres brought the meeting to order shortly after 2:00 p.m. No introductions were necessary.

II. DBAC Evaluation Survey

A link to the DBAC Evaluation Survey was placed in the chat and members were asked to take the survey.

III. Approval of Minutes

A. Confirm a Quorum

Quorum was confirmed.

B. Approve Minutes of February 15, 2024

Larry Strong made a motion to approve the minutes which Keith Bacon seconded. The motion was approved by a majority vote.

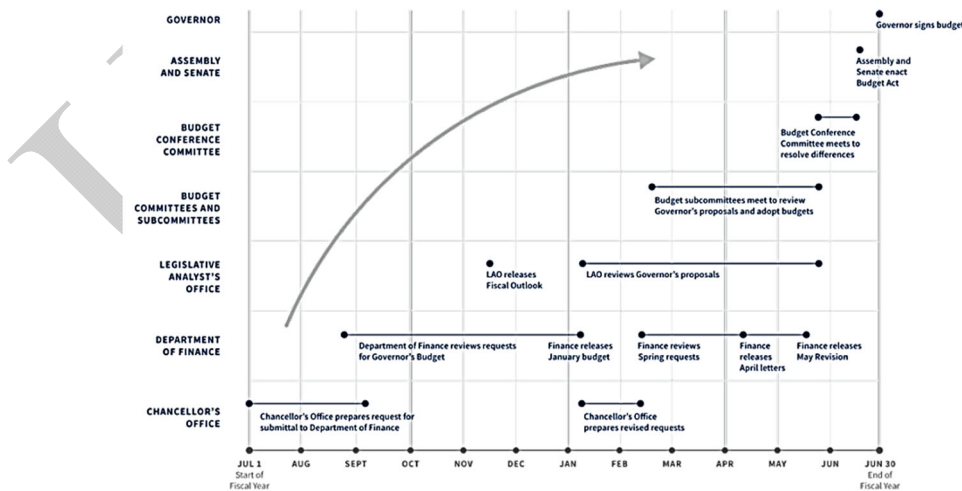
IV. Current Topic

A. State Budget Update

Larry presented information on the Governor’s State Budget May Revision. There is currently a \$45 billion shortfall, with the Legislative Analyst’s Office possibly forecasting an even larger one. COLA was increased from 0.76% to 1.07%. These funds will be used on a variety of operating cost increases, such as step and column.

There is still a Hold Harmless protection in place, but fiscal year 2024-25 is the last year for this. Whatever FTES is earned will act as the floor going forward. Committee members went over the State budget year sequence and how negotiations would be underway for the next few weeks.

SEQUENCE OF THE ANNUAL STATE BUDGET PROCESS





District Budget Advisory Committee (DBAC)

Meeting Minutes – May 16, 2024, 2:00 p.m.

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There are several different tactics that the State may employ to balance the budget such as deferrals, reductions, elimination of one-time money. Sometimes the State will use a deficit factor and not pay the college's what they earn.

B. SBCCD 2024-25 General Fund Unrestricted Preliminary Budget

Jose talked about SBCCD measures to help us stay fiscally strong during this uncertain budget year. The first one was the retirement incentive plan. Another is to meet or exceed the FTES goals. The colleges have done great work in this area.

Another measure is the elimination of any increases in object codes 4000, 5000, or 6000. Other actions include looking into our benefit plans to retain one free plan, implementing a soft hiring freeze meaning replacements for retirements and vacancies will be reviewed through Chancellor's Cabinet. When appropriate, low-enrolled classes will be eliminated. We will also be looking at reassigned time and possible use of the commercial property income and OPEB Trust. Finally, if necessary, we will go to the Board with a request to adjust the fund balance requirement. These measures are in priority order and will occur only as necessary.

It was asked who would determine which low-enrolled classes would be eliminated. Jose advised that this decision would be made at the Vice President of Instruction level.

Committee members reviewed the SBCCD MYF Summary and the FTES floor. Growth targets are 4%, 4%, 4%, 3%, 2%, and 1%. Larry advised that things may shift over the summer based on advocacy from the colleges, the districts, and the CCLC.

Jose and Larry advised they are always available to address constituent groups if it would be helpful. There is a BOT Strategy Session to review the budget on Thursday, May 23. The Tentative Budget will then be presented for adoption at the June 13 BOT meeting.

IV. Next Meeting Date & Adjournment

The meeting ended at approximately 2:40 p.m. The next meeting is scheduled for Thursday, June 20 at 2:00 p.m.



District Budget Advisory Committee (DBAC)
Meeting Minutes – May 16, 2024, 2:00 p.m.
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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.

<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 (2 of 2) (appointed by Academic Senate President)	Anthony Castro	<i>present</i>
2	Faculty, SBVC (1 of 2) (appointed by Academic Senate President)	Davena Burns-Peters	<i>absent</i>
3	Black Faculty & Staff Association	Denise Knight	<i>present</i>
4	Latino Faculty, Staff, & Administrators Association	Erik Morden	<i>present</i>
5	Classified, SBVC (appointed by Classified Senate President)	John Feist (proxy)	<i>present</i>
6	Police Officer’s Association	James Quigley	<i>absent</i>
7	Classified, DSO (appointed by CSEA)	Jesse Neimeyer-Romero	<i>present</i>
8	Executive Vice Chancellor, Chair	Jose Torres	<i>present</i>
9	Faculty, CHC (2 of 2) (appointed by Academic Senate President)	Josh Robles	<i>absent</i>
10	Classified, CHC (appointed by Classified Senate President)	Karen Peterson	<i>present</i>
11	VP, Admin Services, SBVC	Keith Bacon	<i>present</i>
12	Confidential Group	Kelly Goodrich	<i>present</i>
13	Management, CHC (appointed by college president)	Kevin Horan	<i>absent</i>
14	Director of Fiscal Services	Larry Strong	<i>present</i>
15	Management, SBVC (appointed by college president)	Linda Fontanilla	<i>present</i>
16	Chief Technology Officer	Luke Bixler	<i>present</i>
17	Faculty, CHC (1 of 2) (appointed by Academic Senate President)	Meridyth McLaren/ Natalie Lopez	<i>present</i>
18	VP, Admin Services, CHC	Mike Strong	<i>present</i>
19	ASG President or designee, SBVC	Nelva Ruiz-Martinez	<i>absent</i>
20	Asian Pacific Islanders Association	Patty Quach	<i>present</i>
21	CTA (appointed by CTA)	Riase Jakpor	<i>present</i>
22	ASG President or designee, CHC	Robert Alexander	<i>absent</i>
23	Management Association	Stephanie Lewis	<i>present</i>
24	Business Manager	Steve Sutorus	<i>present</i>
25	CSEA Treasurer (appointed by CSEA)	Yendis Battle	<i>present</i>



CREATING AN ENTERPRISE FUND MODEL

Strategic Benefits of Forming a
Non-Profit for SBCCD

SBCCD Goals

GOAL 1 | ELIMINATE BARRIERS TO STUDENT ACCESS AND SUCCESS

SD 1: Support the colleges in creating efficient processes and accessible, user-friendly customer services.

GOAL 2 | BE A DIVERSE, EQUITABLE, INCLUSIVE, AND ANTI-RACIST INSTITUTION

SD 2: Develop a diverse SBCCD workforce of individuals who are culturally competent; understand the communities they serve; honor equity, inclusivity, and anti-racism; and are supported with ongoing professional development.

GOAL 3 | BE A LEADER AND PARTNER IN ADDRESSING REGIONAL ISSUES

SD 3.1: Partner with business, industry, and community organizations to create education and training that leads to employment of SBCCD students and advancement in the workplace.

SD 3.2: Institutionalize a commitment to cultivating leadership skills within the District by providing professional development that expands SBCCD's ability to influence economic, educational, and sustainability initiatives in the region, state, and country.

SD 3.3: Work with municipal, regional, state, and federal representatives in a unified effort to ensure that educational and employment needs of the region are understood, articulated, and advocated for funding.

GOAL 4 | ENSURE FISCAL ACCOUNTABILITY/SUSTAINABILITY

SD 4: Maximize the acquisition, investment, management, and sustainability of SBCCD funds, facilities, systems, and technologies; support ongoing innovation and user training to ensure District viability, fiscal accountability, and reduced student costs.

SBCCD Goals

GOAL 4 | ENSURE FISCAL ACCOUNTABILITY/SUSTAINABILITY

SD 4: Maximize the acquisition, investment, management, and sustainability of SBCCD funds, facilities, systems, and technologies; support ongoing innovation and user training to ensure District viability, fiscal accountability, and reduced student costs.



Key Result:

Conduct a thorough analysis and feasibility study to explore development of an enterprise fund model for SBCCD, focusing on maximizing existing investments and real estate owned by SBCCD.

A Proposal

Formation of a
NON-PROFIT
to benefit SBCCCD
and enhance its financial and
operational capabilities

- *A non-profit will leverage diversified funding sources, engage in property and asset management, and operate as a development finance agency.*
- *By doing so, it will enhance community engagement, support innovative programs, and ensure fiscal accountability and sustainability.*
- *Importantly, a new non-profit will not compete with existing independent non-profits at Valley College and Crafton Hills but will complement their activities.*

Proposal Outline

- 01** Reasoning
- 02** Strategic Benefits
- 03** Potential Challenges
- 04** Vision for SBCCD Non-Profit
- 05** Proposed Governance
- 06** Successful Models
- 07** Immediate Steps
- 08** Future Action

01 Reasoning

As a community college district, SBCCD faces many limitations.

Funding Constraints

- Heavy reliance on state funding and fluctuating enrollment numbers
- Limited access to diversified revenue sources

Regulatory Restrictions

- Strict regulations governing financial operations, investments, and property management
- Challenges in engaging in commercial activities and forming public-private partnerships

Operational Inflexibility

- Difficulty in quickly adapting to changing educational and economic environments

Risk Management

- Exposure to financial and operational risks without adequate shielding mechanisms
- Challenges in maintaining funding stability through diverse income streams

Asset Management Challenges

- Restrictions on owning, developing, and leveraging real estate assets
- Limited ability to protect and grow assets for long-term sustainability

01 Reasoning

As a community college district, SBCCD faces many limitations.

Asset Management Challenges

- Restrictions on owning, developing, and leveraging real estate assets
- Limited ability to protect and grow assets for long-term sustainability

Challenges with expansion of existing commercial properties

- *State approval process*
- *Limited uses of proceeds*
- *Asset type*
- *Location*
- *Procurement processes*

01 Reasoning

As a community college district, SBCCD faces many limitations.

Why do 4-year universities use an auxiliary non-profit?

The permissible functions of Cal State auxiliary organizations are found in Cal. Code of Regulations, Title 5, Section 42500(a).

Included as a permissible essential function is the acquisition, development, sale, and transfer of real and personal property including financing transactions related to these activities.

Why do CCD's have to use an independent non-profit?

The permissible/recognized functions for community college auxiliary organizations are found in Cal. Code of Regulations, Title 5, Section 59259.

The recognized functions listed in Section 59259 do not reference the acquisition, sale, and transfer of real property.

02 Strategic Benefits

Starting a non-profit can offer several strategic benefits, especially in terms of enterprise funding.

Revenue Generation Flexibility

- *Engage in business ventures*
- *Facilitate public-private partnerships*

Investment Proceeds Flexibility

- *To benefit SBCCD's mission*
- *Not just for capital or retirement*

Operational Independence

- *Focused mission alignment*
- *Dedicated Board for agile decision-making*

Property & Asset Management

- *Own and develop property*
- *Protect assets for long-term growth*

Support for Innovative Programs

- *Incubate new initiatives*
- *Pilot and scale successful projects*

Risk Management

- *Liability shielding*
- *Funding stability through diverse streams*

02 Strategic Benefits

Starting a non-profit can offer several strategic benefits, especially in terms of enterprise funding.

Become a Development Finance Agency

- *Support existing CCD facilities projects with development finance programs/federal funding*
- *Finance new on-campus and community projects (e.g., off-campus housing)*
- *Finance projects in other communities to generate revenue for sustainability*

Enhanced Community Engagement

- *Broaden community support*
- *Manage volunteer programs*
- *Employment opportunities*

Acknowledgment of SBVC & CHC Independent Non-profits

- *Assurance that new non-profit will not compete with existing entities*
- *Focus on complementary activities and initiatives*

Diversified Funding Sources

- *Access grants and donations*
- *Tax-exempt status for donors*

03 Potential Challenges

Creating a non-profit within a community college district also comes with its own set of challenges.

Governance and Management

- *Complex governance structure*
- *Leadership and staffing challenges*

Financial Management

- *Securing initial funding*
- *Sustaining revenue streams*

Regulatory Compliance

- *Adhere to non-profit regulations*
- *Dual compliance requirements*

Coordination and Communication

- *Aligning with college goals*
- *Effective stakeholder engagement*

03 Potential Challenges

Creating a non-profit within a community college district also comes with its own set of challenges.

Independence and Control

- *Balancing autonomy and alignment*
- *Maintaining sufficient oversight*

Community Perception and Trust

- *Ensuring positive public perception*
- *Building and maintaining trust*

Resource Allocation

- *Managing competing priorities*
- *Avoiding duplication of efforts*

Legal and Ethical Considerations

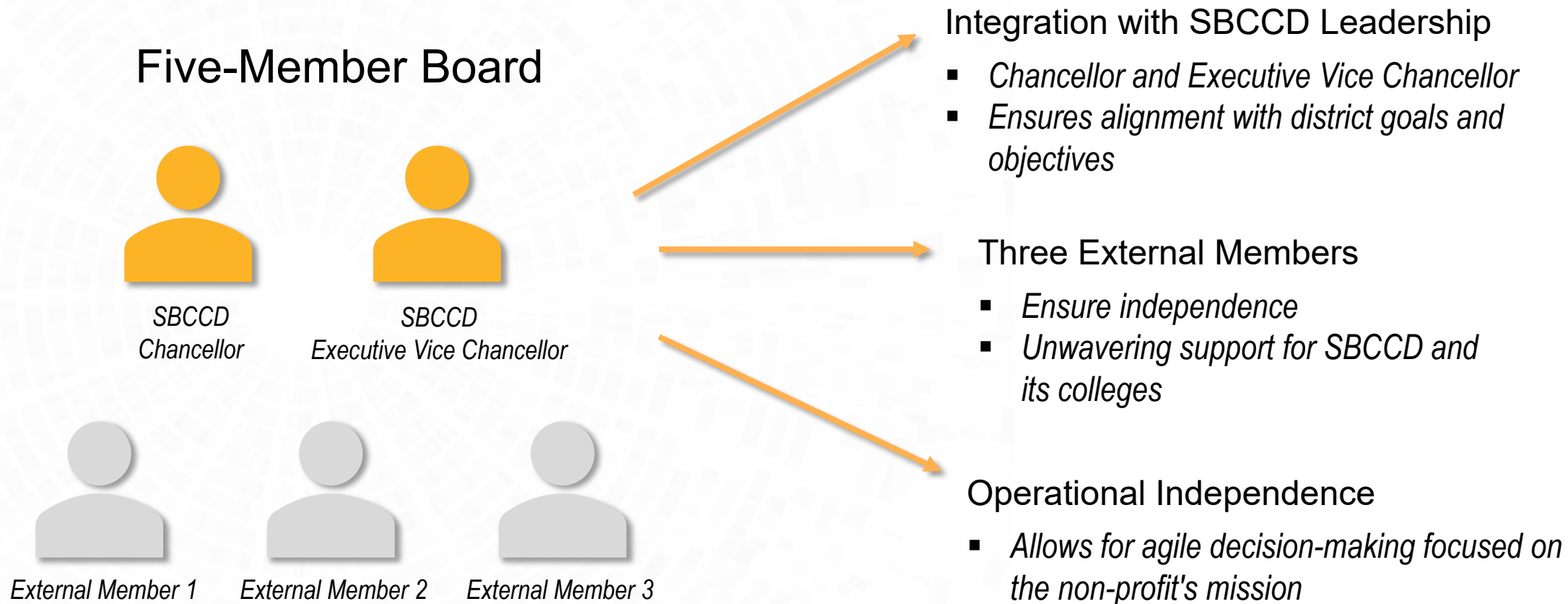
- *Managing conflicts of interest*
- *Ensuring ethical operations*

04 Vision for SBCCCD Non-Profit



- *To enhance the financial sustainability and operational capabilities of SBCCCD by leveraging development finance programs, fostering innovative projects, and generating new revenue streams.*
- *The non-profit aims to support existing facilities, expand SBCCCD's mission to improve student experiences, and invest in projects both within and beyond the local community, ensuring long-term growth and stability.*

05 Proposed Governance



06 Successful Models

Harvard University	Stanford University	Massachusetts Institute of Technology	Yale University
<p data-bbox="147 568 614 672">Harvard Management Company (HMC)</p> <p data-bbox="135 729 626 765">https://www.hmc.harvard.edu/</p> <p data-bbox="142 811 621 1086"><i>Manages Harvard's endowment, including significant real estate investments with diversified strategies.</i></p>	<p data-bbox="715 568 1192 672">Stanford Management Company (SMC)</p> <p data-bbox="746 729 1161 765">https://smc.stanford.edu/</p> <p data-bbox="690 811 1225 972"><i>Oversees Stanford's endowment and extensive real estate portfolio.</i></p>	<p data-bbox="1294 539 1786 701">MIT Investment Management Company (MITIMCO)</p> <p data-bbox="1383 729 1696 765">https://mitimco.org/</p> <p data-bbox="1294 811 1798 1082"><i>Manages MIT's endowment, known for strategic real estate investments, particularly in the Cambridge area.</i></p>	<p data-bbox="1880 596 2384 639">Yale Investments Office</p> <p data-bbox="1893 729 2372 765">https://investments.yale.edu/</p> <p data-bbox="1867 811 2346 1025"><i>Handles Yale's endowment with notable real estate investments as part of a diversified portfolio.</i></p>

06 Successful Models

Princeton University	University of Arizona	CalPoly Pomona
<p data-bbox="173 501 626 662">Princeton University Investment Company (PRINCO)</p> <p data-bbox="168 691 631 729">https://princo.princeton.edu/</p> <p data-bbox="150 772 619 991"><i>Manages Princeton's endowment, including real estate assets, with a focus on long-term growth.</i></p>	<p data-bbox="754 529 1192 629">University of Arizona Foundation</p> <p data-bbox="772 691 1174 729">https://uafoundation.org/</p> <p data-bbox="718 772 1240 1048"><i>Oversees the university's real estate assets and investments, managing leasing, acquisitions, and surplus property.</i></p>	<p data-bbox="1467 529 1829 629">CalPoly Pomona Foundation, Inc.</p> <p data-bbox="1335 691 1961 729">https://foundation.cpp.edu/about.aspx</p> <p data-bbox="1309 772 1997 991"><i>Supports the university's educational mission through property management, real estate development, and investment in various projects.</i></p>



07 Immediate Steps

- ✓ **01** Initial Legal Review (Complete)
- ✓ **02** Chancellor's Cabinet Review & Feedback (Complete)
- ✓ **03** Board Finance Committee Review & Feedback
- 04** BFC Tour of CalPoly Pomona (invitation to all Trustees)
- 05** District Budget Advisory Committee Review & Feedback
- 06** Chancellor's Council Review & Feedback
- 07** Board of Trustees Strategy Session
- 08** Development of Legal Documents
- 09** Creation of Non-Profit
- 10** Identification of External Directors



08 Future Action

Evaluate
Non-Profit
Asset Development Plan

-
- Asset Acquisitions
 - Revenue Bond vs. Traditional Lending
 - Development Finance Agency
 - Economic Development
 - Entrepreneurship
 - Public Private Partnerships
 - Investment Tools
 - New Market Tax Credits



Feedback & Questions

Thank you.



RESEARCH, PLANNING AND
INSTITUTIONAL EFFECTIVENESS
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www.sbccd.edu

District Budget Advisory Committee Self-Evaluation, 2023 -2024

Q1 - How many years have you served on this committee?

Item #	Answer Choice	Percent	Count
1	Less than a year	23.53%	4
2	1-2	35.29%	6
3	3-4	23.53%	4
4	5 or more years	17.65%	3
	Total	100%	17

Q2 - Please indicate your level of agreement with the following questions regarding the District Budget Advisory Committee: Scale goes from strongly disagree to strongly agree.

Item #	Question	Minimum	Maximum	Mean*	Total Count
2a	The focus of the committee is clearly defined.	1	5	3.80	15
2b	The committee understands its relationship to the [District/College] mission.	1	5	4.07	15
2c	The committee achieves its stated priorities each year.	1	5	4.00	15
2d	The committee stays abreast of the work being done by the subcommittees it oversees.	1	5	4.15	15
2e	The committee reviews progress on its goals.	1	5	3.93	15
2f	The workload for committee members outside of the meeting time is manageable.	1	5	4.07	15
2g	I understand the interconnectedness of the committee to other institutional committees.	1	5	3.67	15
2h	The committee coordinates with other committees on mutual projects, where applicable.	1	5	3.54	15
2i	The committee utilizes data in its decision making.	1	5	4.21	15
2j	The committee conducts regular evaluation of the committee's effectiveness.	1	5	4.21	15
2k	The committee has a track record of supporting innovation.	1	5	3.57	15
2l	Updated membership list	1	5	4.20	15
2m	Agenda and minutes are readily available online.	1	5	4.40	15
2n	The website is updated/current.	1	5	4.17	15

Note: Scale ranges from 1=" Strongly disagree" to 5=" Strongly agree". *All "Don't know/NA" responses were excluded.

Question	Strongly disagree (1)	Disagree (2)	Neither agree nor disagree (3)	Agree (4)	Strongly agree (5)	Don't Know/NA	Total
2a. The focus of the committee is clearly defined.	6.67% 1	13.33% 2	20.00% 3	13.33% 2	46.67% 7	0.00% 0	15
2b. The committee understands its relationship to the [District/College] mission.	6.67% 1	6.67% 1	13.33% 2	20.00% 3	53.33% 8	0.00% 0	15
2c. The committee achieves its stated priorities each year.	6.67% 1	6.67% 1	20.00% 3	6.67% 1	53.33% 8	6.67% 1	15
2d. The committee stays abreast of the work being done by the subcommittees it oversees.	6.67% 1	0.00% 0	13.33% 2	20.00% 3	46.67% 7	13.33% 2	15
2e. The committee reviews progress on its goals.	6.67% 1	13.33% 2	13.33% 2	6.67% 1	53.33% 8	6.67% 1	15
2f. The workload for committee members outside of the meeting time is manageable.	6.67% 1	6.67% 1	6.67% 1	33.33% 5	46.67% 7	0.00% 0	15
2g. I understand the interconnectedness of the committee to other institutional committees.	6.67% 1	13.33% 2	26.67% 4	13.33% 2	40.00% 6	0.00% 0	15
2h. The committee coordinates with other committees on mutual projects, where applicable.	6.67% 1	13.33% 2	26.67% 4	6.67% 1	33.33% 5	13.33% 2	15
2i. The committee utilizes data in its decision making.	6.67% 1	0.00% 0	13.33% 2	20.00% 3	53.33% 8	6.67% 1	15
2j. The committee conducts regular evaluation of the committee's effectiveness.	6.67% 1	0.00% 0	6.67% 1	33.33% 5	46.67% 7	6.67% 1	15
2k. The committee has a track record of supporting innovation.	13.33% 2	6.67% 1	26.67% 4	6.67% 1	40.00% 6	6.67% 1	15
2l. Updated membership list	6.67% 1	0.00% 0	13.33% 2	26.67% 4	53.33% 8	0.00% 0	15
2m. Agenda and minutes are readily available online.	6.67% 1	0.00% 0	13.33% 2	6.67% 1	73.33% 11	0.00% 0	15
2n. The website is updated/current.	6.67% 1	0.00% 0	20.00% 3	0.00% 0	53.33% 8	20.00% 3	15

Note: Scale ranges from 1=" Strongly disagree" to 5=" Strongly agree".

Q3 - Please describe how the District Budget Advisory Committee evaluates progress towards its priorities.

This committee basically just rubber stamps the budget put together by others. I am not aware of any priorities or goals that this committee works to accomplish.

This survey? otherwise not sure.

Through sharing data

By the degree to which goals are completed.

The group matches the budget with the priorities of the district.

By agendizing these items and circling back to them in future meetings.

Not sure

Honestly, I'm not entirely sure what this committee's priorities are. It feels like we just get a bunch of constituent groups together to hear state updates, but there isn't any real opportunity to advise or recommend a direction.

Q4 - Please use the space below to provide feedback on ways to improve the process by which the District Budget Advisory Committee evaluates the degree to which its plans have been launched and areas of focus completed.

District-wide, staff and faculty should have more opportunities to provide input and ask questions regarding the creation of the budget and decisions made. This committee should be the place for those voices, but it really isn't used that way.

Meet more regularly (even when light agenda), facilitate more member engagement. Less presentation based, more feedback based.

None.

N/A

not sure

I am not aware of any plans or areas of focus for this committee apart from disseminating dire state budget news.

Q5 - Please indicate your level of agreement with the following questions regarding the District Budget Advisory Committee: Scale goes from strongly disagree to strongly agree.

Item #	Question	Minimum	Maximum	Mean*	Total Count
5a	A week's advance notice on the agenda is enough time for me to prepare for the meeting.	1	5	3.92	12
5b	I receive adequate notice about meeting dates.	1	5	4.25	12
5c	I receive adequate notice of meeting agendas.	1	5	4.00	12
5d	Meeting materials are provided in advance of the meetings.	1	5	4.00	12
5e	I know where to find/review meeting materials.	1	5	4.08	12
5f	Draft meeting minutes are regularly posted following each meeting	1	5	3.92	12
5g	I have appropriate context and backup information to fully participate.	1	5	4.17	12
5h	I come prepared to effectively discuss the agenda items.	1	5	3.82	11
5i	Most committee members come prepared to effectively discuss the agenda items.	1	5	3.64	12
5j	There is sufficient and consistent attendance by committee members to facilitate effective discussions.	1	5	4.08	12
5k	The committee is effective in its work to meet stated goals.	1	5	4.00	12
5l	The committee is willing to review its effectiveness, making changes as needed.	1	5	4.00	12

Note: Scale ranges from 1=" Strongly disagree" to 5=" Strongly agree". *All "Don't know/NA" responses were excluded.

Question	Strongly disagree (1)	Disagree (2)	Neither agree nor disagree (3)	Agree (4)	Strongly agree (5)	Don't Know/NA	Total
5a. The focus of the committee is clearly defined.	8.33% 1	8.33% 1	8.33% 1	33.33% 4	41.67% 5	0.00% 0	12
5b. The committee understands its relationship to the [District/College] mission.	8.33% 1	0.00% 0	8.33% 1	25.00% 3	58.33% 7	0.00% 0	12
5c. The committee achieves its stated priorities each year.	8.33% 1	8.33% 1	8.33% 1	25.00% 3	50.00% 6	0.00% 0	12
5d. The committee stays abreast of the work being done by the subcommittees it oversees.	8.33% 1	8.33% 1	8.33% 1	25.00% 3	50.00% 6	0.00% 0	12
5e. The committee reviews progress on its goals.	8.33% 1	0.00% 0	16.67% 2	25.00% 3	50.00% 6	0.00% 0	12
5f. The workload for committee members outside of the meeting time is manageable.	8.33% 1	8.33% 1	16.67% 2	16.67% 2	50.00% 6	0.00% 0	12
5g. I understand the interconnectedness of the committee to other institutional committees.	8.33% 1	0.00% 0	8.33% 1	33.33% 4	50.00% 6	0.00% 0	12
5h. The committee coordinates with other committees on mutual projects, where applicable.	18.18% 2	0.00% 0	9.09% 1	27.27% 3	45.45% 5	0.00% 0	11
5i. The committee utilizes data in its decision making.	16.67% 2	0.00% 0	16.67% 2	25.00% 3	33.33% 4	8.33% 1	12
5j. The committee conducts regular evaluation of the committee's effectiveness.	8.33% 1	0.00% 0	16.67% 2	25.00% 3	50.00% 6	0.00% 0	12
5k. The committee has a track record of supporting innovation.	8.33% 1	0.00% 0	16.67% 2	25.00% 3	41.67% 5	8.33% 1	12
5l. Updated membership list	8.33% 1	0.00% 0	16.67% 2	8.33% 1	41.67% 5	25.00% 3	12

Note: Scale ranges from 1=" Strongly disagree" to 5=" Strongly agree".

Q6. The frequency of meetings to accomplish the committee work is:

Item #	Answer Choice	Percent	Count
1	Too few	8.33%	1
2	Just right	75.00%	9
3	Too many	16.67%	2
4	Other	0.00%	0
	Total	100%	12

Other (please specify):

Q7 - The duration of each meeting to accomplish the committee work is:

Item #	Answer Choice	Percent	Count
1	Too few	8.33%	1
2	Just right	83.33%	10
3	Too many	8.33%	1
4	Other	0.00%	0
	Total	100%	12

Other (please specify):

Q8 - Please indicate how you communicate the work of the committee. (Mark all that apply)

Item #	Answer Choice	Percent	Count
1	Report out (written or oral) at Department meetings.	43.75%	7
2	Report out (written or oral) at [District/College] meetings	25.00%	4
3	Report out (written or oral) at Academic or Classified Senate meeting	18.75%	3
4	Other (please specify)	12.50%	2
	Total	100%	16

Other (please specify):

I don't

Q9 - Please evaluate how effective you believe you are at communicating the work of the District Budget Advisory Committee:

Item #	Question	Minimum	Maximum	Mean	Total Count
1	Please evaluate how effective you believe you are at communicating the work of the <u>District Budget Advisory Committee</u> .	1	4	2.67	12

Item #	Answer Choice	Percent	Count
1	Not effective	8.33%	1
2	Somewhat effective	33.33%	4
3	Effective	41.67%	5
4	Very effective	16.67%	2
5	Don't know	0.00%	0
	Total	100%	12

Ranking Scale

Not effective

1

Somewhat effective

2

Effective

3

Very effective

4

Q10 - Please indicate how you gather feedback for the District Budget Advisory Committee: (Mark all that apply)

Item #	Answer Choice	Percent	Count
1	Standing agenda item at meetings	27.27%	6
2	Informal conversations	40.91%	9
3	Email	27.27%	6
4	Other (please specify)	4.55%	1
	Total	100%	22

Other (please specify)

I don't.

Q11 - Please indicate any assistance you need to be more effective in communicating the District Budget Advisory Committee's discussions and work to your constituencies.

none

None

I don't always understand what is being discussed, but the Chair is very good about details informing newer members of new information.

training on budget development. I think we should be spending much more time on the ABCs of budget.

Q12 - Please indicate the type/content of Professional Development or Training that would help you to be a more effective member of the District Budget Advisory Committee. Mark all that apply.

Item #	Answer Choice	Percent	Count
1	Meeting Facilitation (e.g., Roberts Rules)	14.29%	2
2	Govenda	21.43%	3
3	Institutional Effectiveness	14.29%	2
4	Data interpretation	21.43%	3
5	Cultural Diversity	14.29%	2
6	Other (please specify)	14.29%	2
	Total	100%	14

Other (please specify)

budget development

Q13 - Please indicate the reason(s) you participate on the District Budget Advisory Committee. (Mark all that apply)

Item #	Answer Choice	Percent	Count
1	Asked to serve	27.78%	5
2	Filling a rotating membership role on the committee	16.67%	3
3	Interested in the topic/focus of the committee	33.33%	6
4	Offering technical expertise to the topic/focus of the committee	5.56%	1
5	Interested in learning more about the committee topic/focus	5.56%	1
6	Seeking to make connections to other departments/areas	11.11%	2
7	Other (please specify)	0.00%	0
	Total	100%	18

Other (please specify)

Q14 - Please use the space below to provide comments on aspects of the District Budget Advisory Committee that you think are working well.

Collaboration

Does a good job of disseminating information

Good participation, good info shared by Fiscal Services

Informative

The organized meeting minutes and agenda.

Q15 - Please use the space below to provide suggestions or ideas on how the structure of the meetings and/or operations of the District Budget Advisory Committee could be expanded on or changed to help the committee to be more effective.

More engagement and participation from members. (Voting towards a consensus platforms on key areas and issues)

Develop some standards/guidelines for budget development that can be implemented district-wide.

None

n/a

Keep repeating some basic knowledge such as the "Governor's May revise" and what that means. I know, but refreshers are always helpful to remind me.

As the committee is currently constituted, I think the meetings are working fine. But it feels like we just listen to very general reports on the state budget. There is very little opportunity to participate in the crafting the budget and therefore it feels like this meeting should be less frequent than once per month.