BUDGET DEVELOPMENT COMMITTEE

Meeting Notes April 15, 2009
(Accepted at the Meeting of 4/29/09)

Members Present: Adam O’Connor, Dan Willoughby, Ken Collins, Marcus Wilson, Cyndi Grein, Robin Kim, Neil Patel, Chrystal Van Beynen, Sharon Kelly

Absent: None

Meeting commenced at 2:05 p.m.

Meeting notes of April 1, 2009 were accepted.

Follow-up—Adam shared with the committee the action that the Board took regarding child care. They decided to reduce the child care center to a two room 48 child lab school. The estimated savings to the college is approximately $250,000 a year and that the district would be picking up the board approved loss of $139,000. They will be providing services to students first. There will be 35 slots in grant status and 13 full pay. Tom Chiaromonte will be reassigned 100% to manage the center. Dan Tesar will be the manager in charge for classified matters. The Board authorized Human Resources to proceed with lay-off notices which will affect approximately 7 classified positions and the manager. There was some discussion about bumping rights, the availability of classroom space and the timeline. Adam added that there was no effective date in the recommendation and that it might not be until fall semester as that is when Tom’s reassignment will begin.

Budget Update (yellow)—Adam gave an overview of the Budget Update that Fred Williams presented at the board meeting depending on the state budget. These cuts would not happen until the 2010-11 year. He added that if we do not receive lottery monies we will have immediate cuts.

Unless the system puts a fee increase on the table it would not be coming forward—fee increases are determined by the state.

At the current time, Fred Williams is not going forward with the 700/900 building project. We will be going forward with the science building, just not getting reimbursed for it at this time. There was much discussion about which buildings could have work done and their priority. Any work done would be a cost to the campus because there would be no match from the district or state.
Adam reminded the committee that we still do not know what our budget will look like for next year. Propositions won’t be voted on until May. The District could have up to a $20 million cut next year.

Fred laid out his suggestions for potential cuts at the $5 million, $10 million and $15 million ranges. These are his ideas only and will still be discussed.

Health benefits—district would only fund to the lowest level insurance policy—Kaiser. The employees would be required to pay the difference. Any of these things can be done on a year to year basis but also could be permanent.

There was much discussion about work furloughs and faculty workloads. His proposal would increase faculty workloads by 5% at $10 million level and another 5% at $15 million + and one furlough day a month at the $10 million level and one more at $15 million +.

**Vacant Positions**—There are two that came up that have already been approved at Chancellor’s Staff. Adam then explained that the resignation paperwork and the paperwork to hire along with the justification don’t necessarily come in together. Once Jeff Horsley receives letters of resignation he takes them to Chancellor’s Staff before we receive the request to advertise. We will still forward our opinion on to Dr. Hodge.

Biology lab clerk—Adam read the justification from Bruce Cordell and indicated that Larry Buckley supported the filling of this position. The committee then had a discussion about lab clerks in natural science. Adam asked if the committee would like him to get more information from Bruce Cordell regarding this position—does it need to be a 12 month position? There may not be as much of a demand in the classroom for lab clerks during the summer months.

Director Campus Safety—Adam read the justification and indicated Toni Dubois supported filling the position. The committee agreed to move forward to fill this position.

The committee then discussed if the BDC is actually the place to make recommendations on filling of positions. After discussion no change was recommended.

**Dynamic Fund**—Adam reviewed all of the approved Dynamic Fund proposals since inception before the meeting and found that there could possibly be 2 more added to the list for consideration—TAP and Workforce Center. They were both funded in 05/06 and 07/08. TAP was funded in 05/06 at $10,388 and in 07/08 at $16,650; Workforce Center was funded in 05/06 at $8,000 and in 07/08 at $5,693. Marcus Wilson suggested that we not fund anything that was not funded last year. Dan Willoughby shared with the committee that the reason TAP did not apply in 08/09 was that they were discouraged because there was not going to be any on-going funding approved. He added that when they did receive funds they were not always spent due to the fact the timecards were not always submitted by hourly employees for payment. Is there an increase in success in TAP students—yes. If we are increasing student success then it might be a good investment.

Based on the background information, should they be put on the list for potential funding for next year? It was agreed that they should be put on the list to be considered but not necessarily funded. It was also agreed that we should consider funding the other 4 but not necessarily at the same level.
Just being included on the list doesn’t mean we will be giving them money. What are we basing it on? Do they need to go on the Northern California Experience—can they survive if they don’t go? Possibly solicit a page from the programs on the list supporting their request for funding. Adam then asked for volunteers from the committee to adopt a proposal—to gather the information needed to support their request. The committee volunteers are as follows:

Sharon Kelly—University Tours and Northern California Experience
Robin Kim and Neil Patel—Honors
Adam O’Connor—Distance Education
Dan Willoughby—TAP
Staff Development Coordinator—Cyndi Grein
Workforce Center—Chrystal VanBeynen

Future Teachers never did come back for discussion—this proposal is off the list.

Adam will be notifying the appropriate managers that their proposals are not being considered for funding.

2009/2010 Review of Potential Budget Cuts (blue handout)—Adam informed the committee that he has received about 50% of the information back regarding budget cutting proposals—at the next meeting he would like to go through the same questions that we asked the others for those items remaining for BDC:

- Is the suggestion feasible?
- Would you recommend the suggestion? Why or why not?
- How much money do you estimate it will save? How did you arrive at that estimate?
- What will the impact of this suggestion be on students, staff, operations, etc.?
- Please include any other information you feel is important for BDC to gain an understanding of this item.

Adam then informed the committee that there was another cost savings idea added to the list—to eliminate the football program. He then asked how the committee would like him to share the collected information with them—it was agreed for him to just send them as is. They requested that he send them a hard copy all at once prior to the next meeting.

Meeting adjourned at 4:10 p.m.