Members Present: Adam O’Connor, Dan Willoughby, Marcus Wilson, Ken Collins, Sharon Kelly, Cyndi Grein; Tyler Speer, Jesse Garcia

Absent: Chrystal Van Beynen

Meeting commenced at 2:05 p.m.

Meeting Notes from 2/17/10 were accepted.

Follow-up:

Categorical Programs:  Adam indicated that we are still in the same spot of $1.1 million estimated shortfall in the categorical programs. There is one counselor that is retiring and one counselor will be moving from EOPS into that slot that will help the situation.

Extended Day Budget:  Adam informed the committee that there is a $1 million overage in extended day for 09/10. Scott McKenzie and Adam have discussed how to approach this overage as well as the Deans Council. There are many reasons why, some classes added in the fall semester that weren’t accounted for. Historically more backfill has been added to the extended day budget that didn’t materialize this year. Both fall and summer came in higher than the estimates. While looking at spring, it looks like $335,000 should have been cut but was not. Adam suggested that the starting place may not have been correct. A number of part-of-term classes would not have been in that roll. Anything that is less than the full semester is part of term. Only a few of them don’t roll. There is $691,000 of carryover specific to last year’s extended day budget and we have other carryovers this year that we could use to cover this overage. There are savings from not filling vacancies as well as the 5% cut last year totaling about $1.1 million. Scott and Adam need to find $1 million in cuts to the 10/11 offerings to live within budget.

A member asked how much we save by cancelling classes--the extended day cost per faculty unit is around $1,000. Reduce class offerings ahead of time so that we don’t have to cancel classes already offered. When making the reductions, the starting place could have been different division to division. No one can provide perfect information on this. The actual list of offered classes will be our starting place to reduce by $1 million for 10/11.
Adam then said that we will be having a summer session but it will likely be less this summer due to the potential reductions. One student asked if faculty could take on another class. Marcus Wilson stated that it would be against the union contract. Jesse then asked about changing class size to accommodate more students—say from 30 to 60. It was then explained that when that happens the instructor then would paid for two classes and then there would be no savings.

Indirectly, the fact that faculty took so many extra students and are over target, we can cut classes and remain at our target.

Sharon Kelly wanted some clarification--$1 million over budget, but where are we in comparison to last year when we made cuts? We have fewer full time faculty by not filling vacancies and have added more part time.

The FTES model reduction was in dollars not cutting classes or adding classes back in. Adam will be getting information about class costs for spring from Anissa Villagomez. Besides reducing classes from summer, fall and spring, anything can be used to meet this amount. With the swap of non credit labs we got cash to put back into our labs—if we choose to reduce the hours of operation of the labs we could save money. It is not a $1 for $1 match of credit vs. noncredit. We have to have the labs there for the TBA hours, so we may or may not actually be able to save much money here.

Reduce the classes next year by the $1 million. Option of cutting classes and cutting labs—decide to use other carryovers. Adam reminded the committee that the BDC recommended to cover up to the $691,000 and the president decided on $200,000.

Dan Willoughby indicated that the deans are working on the fall schedule. Ten to 15% of an extended day budget cut after the schedule went to print. We have cut much more in the fall than the spring this year--would be hard to know summer.

Marcus thinks that the district will be cutting extended day budgets again this year and would like to recommend to the president that if the district cuts any amount of extended day budget, that we backfill the amount with carryover to maintain this level. In addition, we need to reserve our carryovers to offset any additional cuts. This way we wouldn’t have to cut any more when the district makes additional cuts to the extended day budget. Adam agreed that Marcus made a good point and thinks that is going to happen. In the middle of the summer last year we had to reduce the fall schedule. 333 3-unit classes total about $1 million based on $1,000 per unit cost. Marcus thinks it will be about 250 to 300 classes.

Although our data may not be great, we have better data now than we ever have. We don’t have the ability to determine the extra cost until a semester is over. We can estimate what it will cost but it changes every day. Things like changes in staff assignments, reassigned time and the amounts people make are all factors. The first estimate as to what this semester would cost was $3.9 million and now it is $4.2 million.

Tyler then asked if furloughs would help with the cuts—not in this particular overage. Furloughs for both classified and faculty would have to be negotiated and the furloughs would have to be district wide. This is a decision that the district would have to make.
Tyler stated that he would like to see the classes that would be cut. Dan said that the deans were told to cut not necessarily provide a list of the classes. In order to see the cuts you would have to look at the schedule compared to last year’s. There is no list.

Adam asked when the summer schedule is to be completed. Dan indicated that they have one more week before they are locked out but they have another month after that to make changes. The final date to make changes would be somewhere around April 10. Will cuts be distributed equally? We don’t make across the board cuts.

Cut $1 million in summer, fall and spring—could have some discretion. Use 10% to 15% of our extended day budget as a target. There is a lot of pressure on P.E. and recreation courses. The process is not precise and the deans have to rely on the VPI for direction and leadership.

Tyler asked if there is a way to determine the “fat” in the divisions. Everyone’s view of fat is different—it is not necessarily based on seat fill rate.

There was consensus that we need to cut our schedule for 10/11 to live within our budget, but if the district requires further cuts to extended day, we recommend mitigating these cuts by using carryover funds.

**State of Technology Report**—Adam had e-mailed this document to the committee to review. The committee awaits a technology replacement plan recommendation from the Technology committee.

**Safety Position Approved at Chancellor’s Staff**—Adam informed the committee that this position was approved at Chancellor’s Staff and is moving forward.

**Vehicle Replacement Recommendation Accepted**—Adam indicated that our recommendation was approved at PAC.

**Lottery Funds**—Adam reminded the committee that this year we over allocated because of our model. Having knowledge of the amount of lottery money available would be helpful so the divisions can budget more accurately. The base number is a concern. The estimated amount for next year is $227,000. This year we over allocated because the number came in less than the projection.

Adam would suggest that this year we just allocate the baseline of $150,000 because the amount will probably go down. If we want to make sure we don’t go over, Adam suggests that we only allocate the base amount. We got approximately 80% of what was originally budgeted last year. The committee agreed to use $185,000 as the amount to distribute for lottery out of the projected $227,000.

**State and District Budget Update and Campus Priorities**—Adam has distributed to the committee different information pieces—LAO is asking for a fee increase to $40 a unit. The District Planning Council (DPC) will be talking about $5, $10 and $15 million cuts. We should probably talk about $1, $3 and $5 million plus the $1 million for categoricals which would mean talking about a $2, $4 and $6 million cut.

BDC would like to avoid class cuts. We should be thinking about what we will do regarding our cuts. It would be nice if the district would come up with some priorities—without priorities it is across the board cuts. What is our share? FC gets 50% in class cuts but when it is district wide cuts it is about $40% to
43%. District wide we are serving 4,000 students that the district is paying to teach which totals somewhere between $12 to $15 million that the state is not paying us for.

What we are sitting on right now equals $1 million: the 5% cash allocation cut and the dynamic fund allocation total about $472,000 and vacancies that we did not fill total about $650,000 which equals $1.1 million. If over this amount we need to come up with that in further cuts. Our cash allocation is only $4.3 million. We could take additional one-time cuts from our carryover.

Adam then reinforced to the committee that we are following our budget cutting principles that we recommended to PAC in April of 2008. He will be sending a copy of this document to the committee as a reminder.

We started with $8 million in carryovers and have taken that out $3 million out of that to capital outlay. Would be comfortable covering $2 million out of carryovers in addition to the $1 million we have in vacancies. If they get over the $10 million amount district wide there will have to be personnel related cuts.

Another thought—does anyone want to look at the 401 item budget cutting ideas? Marcus and Dan agreed that this was not something they wanted to do again. Adam agreed to send the list to the students to review as they weren’t on BDC at the time.

Can do $1 million, have $2 million in carryovers, another $1 million in categoricals. EOPS is the only item in the governor’s budget that will be affected by additional cuts. The amount for Basic Skills will be less, but as the money is not spent in the year received there will be less in allocations rather than a true cut.

Is EOPS mandated? Yes, as long as the state funds it. The same with Calworks and Matriculation. As far as DSPS goes, we are mandated to provide reasonable accommodations regardless.

The issue of right of assignment between 2 different deans arose. Adam will follow up with the district regarding this issue.

There could be some reallocation of where staff are paid from between general fund and categorical funds since we are not responsible for benefits when employees are paid from the general fund.

Marcus suggested that district cuts be absorbed by SCE and more toward more fee based courses. He plans to recommend this to DPC.

Ken Collins encouraged the students to go to the board meetings and ask why we are offering certain classes to older adults for free and are cutting classes that students are paying for at FC and CC.

Adam then reminded the committee that we would not be meeting again for one month. At some point we may need to look at more program specific cuts.

Meeting adjourned at 3:50 p.m.