PLANNING & BUDGET STEERING COMMITTEE

Meeting Notes February 16, 2011
(Accepted at the meeting of 3/2/11)

Members Present: Adam O’Connor, Dan Willoughby, Sharon Kelly, Marcus Wilson, Chrystal Van Beynen, Greg Ryan, Sean Chamberlin, Brittany Kane

Resource Members: Toni DuBois, Ken Meehan

Absent: Unnamed Student Rep #2

Meeting commenced at 2:06 p.m.

The meeting notes from 2/2/11 were accepted.

Follow-Up—Tech Plan. Adam indicated that there was a draft of some findings and planning assumptions that Dale Craig’s ITC group put together. They then turned it over to the administration to put some dollars to the plan. Merc, Adam, Bob Morison and Co Ho have met twice now to take a look at the plan and are taking inventory on campus. Their goal is to have a recommendation to PBSC by the next meeting. It looks like a significant amount of money will be needed. Marcus added that PAC would be getting the first draft of the plan at its next meeting.

2011/2012 State, District and College Budget Update—Review District Budget Subcommittee Meeting. DPC reviewed the report that Fred Williams shared Monday from the district budget subcommittee. Bottom line—analysis of FTES. Part of the conversation they had was looking at cuts to extended day because we are significantly over cap. The college would look to cut extended day starting this summer. FC would have $700,000 to cut out of a $1.4 million summer extended day budget—a 50% reduction.

Sean stated that there was discussion at DPC regarding FTES over cap and over budget. He doesn’t see any sense about talking about FTES. If instructors didn’t take extra students we would not be over cap but still be over budget. We still need to come up with a plan to cut 50% of the summer session budget. There is a difference between the colleges and SCE—they are adding money in just to meet target. Why do they do that at all? Two years ago all three entities received district funds for categorical overages. This year, the colleges are covering their own overages as agreed, but the district is still covering about $300,000 for SCE. The recommendation at DPC was to lower SCE’s extended day target and use their own money to fund their categorical overage instead of adding to extended day. Although this was agreed to, it is different than the normal procedure as typically if targets are reduced so is the extended day allocation. In this case SCE is held harmless.
The deans began discussion yesterday regarding our $700,000 cuts to summer. Dan indicated that the deans will proceed as soon as the VPI gives each dean a target. There are some programs that have to continue that are taken out of the mix which would mean that some divisions might not take cuts in some areas.

Toni DuBois added that mandated classes are set aside and cuts would go from there.

Adam then reviewed the last slide of Fred’s handout briefly discussing each of the bullets:

- Program Discontinuance—There is currently no program.
- Develop an FTES Reduction Strategy Beginning with Summer 2011—doing already.
- Limit FT Faculty Hires to Program Critical Positions—DPC took action to recommend not hiring the full time faculty that have been flown except for program critical positions.
- Categorical Funding—at the subcommittee meeting it was discussed that they still need to work towards living within their means. With salaries, benefits and step increases the overage will be going up next year. Adam noted that SCE and FC report together for FTES relating to DSPS. Internal allocation model indicates that FC serves 48.2% of DSPS students in the district and receives a lot less. We should receive an additional $166,000 if allocated fairly. He and Paul McKinley are working on a proposal.
- Review of Operating Allocations—Divisions have already been given the task of reviewing their operating allocations to determine where they could reduce.

One member asked if there was any discussion on how classified vacancies are being filled. Using current vacancies in other areas—prioritize them along the same lines. Sharon then asked if there are any ramifications relating to CSEA by doing this—Adam stated that as long as they have similar job duties and the same job classifications that it would be ok.

LAO Memo from Scott Lay—How do we live within the state’s means if the tax is not passed?

- 90-unit cap on taxable subsidized credits—there was a discussion on the tracking of units across districts and how it cannot be done if students do not give their social security numbers. 5-10% of students do not give a SS#. Last fall 1,500 students had attempted over 100 units. Brittany added that a large amount of students agreed that they would rather pay more money in order to take the classes they need.
- Increase fees from $26 to $66 a unit
- Eliminate state subsidy for intercollegiate athletics—we would not receive apportionment. Could it become fee based? There was much discussion about athletics, out of state tuition, are they actually paying, only 10% can be out of state. Some other things we do might be a better place to look—non credit? Some colleges have completely omitted collegiate athletics.

Are we really going to focus our mission in this district? If the state says that we are not funding this any longer then it might happen.

PAC Update—Classified Hiring Procedure—Adam reported that this is now in place.

Review of Planning Calendar—Adam gave a brief overview of the handouts. There was much discussion regarding the timeline presented in the calendar. The committee would like the process to be meaningful and felt that the timelines were not realistic. Need to know the goals by the end of the year but we won’t know how much budget we have at that time. Maybe make this a 2-year cycle. Adam suggested to the committee and he and Ken Meehan agreed they will try to put together a draft incorporating a 2-year
cycle and bring it back to the committee. A 2-year cycle would make the process much more meaningful. The committee agreed.

**Emergency Request Review**—Adam brought to the committee a request for emergency funding and reminded the committee that we have approximately $45,000 set aside for this purpose. The request is for $1,700 to replace a MAC computer in Math that was destroyed by a water leak. The committee agreed to fund this request, although asked Adam to determine first if there is a less expensive way to solve this problem.

Meeting adjourned at 3:07 p.m.