PLANNING & BUDGET STEERING COMMITTEE  
Meeting Notes February 2, 2011  
(Approved at the Meeting of 2/16/11)  

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

Absent:  Unnamed Student Rep #2  

Meeting commenced at 2:03 p.m.  

The meeting notes from 1/19/11 were accepted.  

Follow-Up—No items.  

2010/2011 State, District and College Budget Update (white handout)—Adam reviewed the handout showing different budget cutting scenarios that Fred Williams put together if the state cut $400, $600 or $900 million in funding to community colleges.  

Much discussion ensued.  There was discussion about the per unit fee increase.  Different amounts have been discussed with a $50 amount being the highest heard to date.  Adam pointed out that there is growth money that the district didn’t budget for that we received and a negative COLA that we did budget and didn’t materialize.  These add $4 million on-going funds to the budget.  However, the cuts to the district next year could amount to $8 million to $22 million.  Fred’s solution to make up the difference is to cut classes.  The notion that no one would lose their jobs is not exactly correct—adjunct faculty would be affected but there would be no lay offs of permanent staff.  The idea of using vacancies instead of extended day reductions and workload measure reductions was suggested.  Brittany Kane asked if there would ever be limits on who could attend the college—no, we accept everyone.  The state has come up with some guidelines:  keep transfer, basic skills and career technical classes.  This could be more prescriptive.  

We still have carryovers at the district that could be used instead of class cuts.  About $9 million in available reserves plus the board policy reserve of about $10 million (5%).  

Chrystal asked about summer school and the number of students that we serve.  If we moved the summer offerings to another semester, we wouldn’t be saving any money at all.  The district is already committed to having summer school and the summer fill rates are 100%.  If we eliminate summer and close the campus completely there could be significant savings.
Sean then asked if the campus had an alternative proposal. Adam stated that there is a DPC subcommittee consisting of the budget officers and VPs to discuss alternatives and that other options will be coming forth. He solicited feedback from PBSC for this committee.

Eliminating SCE could save approximately 20% of our budget, but politically this may not be acceptable.

Sean stated that we all need to participate in the cuts somehow not just reducing classes—let’s look at some operational reductions that aren’t on Fred’s radar. The VPs and Adam will be putting out a memo to all managers—if you had a 5%, 10% and 15% cut, what would you cut? Some might be more or less.

A member asked about the possibility of not tearing down the 900 building since we have to pay for the match and the swing space. Adam indicated that that project is already moving forward and that we have already committed about $8 million to renovate the La Habra site for this purpose—from one time funds.

FC carryover could go towards cuts on a one time basis. We still need to determine the cost of the FC Tech Plan. It has been estimated at $500,000 to $1.5 million. Adam said that we could roughly have $4.5 million of carryover for next year. Some decisions need to be made: will we continue to backfill categoricals and extended day?

15% of our general fund operating allocation would equate to about $600,000. If you had to cut, what would you propose? The cuts could include operating costs and services to students. Assume that there will be no cuts to full time staff except as a last resort.

What about the proposed new positions in distance education and academic computing? Sean indicated that the job descriptions are going forward with the hiring process to be completed by next spring. We wouldn’t necessarily need new classified staff as we could possibly reassign existing staff to support the new management positions.

**PAC Update:** Adam indicated that the Recommended Classified Hiring Procedures have been sent out to the constituencies in order to obtain feedback. Some feedback has already been received. There is a concern that there can only be 2 requests from each area. A member added that each year there would be a new list.

Ken Meehan is chairing a Student Success Plan workgroup and at some point in time we may be reviewing their budget needs.

Expanding Smart Start Saturday was mentioned.

Dan mentioned that we do have a Basic Skills Student Success Steering Committee. This committee has appointed representatives and they have proposed numerous programs. He then added that Ken Meehan is the resource person the Basic Skills Student Success Steering Committee. It seems that some of the work has already been done by the Basic Skills committee which is a shared governance committee.

What can we, or should we be telling the students to help the cause? Any student involvement would be effective.

Tell students to not drop their classes because they might not get them again. It won’t get any easier to get classes.
New registration procedures were discussed. The possibility of new students getting priority registration if they complete the matriculation process was one part of the discussion. How would that affect returning students? They wouldn’t be competing for the same level of classes. Cutting everyone off at 90 units, they would then have to pay higher fees. Any decision has to be a system wide decision not a campus decision. We can set our own rates on non resident tuition.

Dan then expressed his desire to have a student on the Basic Skills Student Success Steering Committee that meets the first Friday of every month at 10 a.m. Brittany indicated that she would try to find a willing student.

Meeting adjourned at 3:20 p.m.