SHARED GOVERNANCE COMMITTEE MINUTES

COMMITTEE: Budget and Planning

Date of Meeting: 02-03-2010 Location: CC4 Time: 12:00-1:30

Voting Members Present:
Cathy Brinkman, Alma Johnson-Hawkins, Roman Juarez, Luz Nunez, Leslie Milke, Mi Chong Park, Joe Ramirez, Zoila Rodriguez-Doucette, Rolf Schleicher, Andrea Soqui, Hanh Tran, Yoon Yun

Voting Members Absent:
Eloise F. Cantrell, Lilamani De Silva, Tobin Sparfeld

Resource Members Present:
Frances Nguyen

Call to Order by: Leslie Milke @ 12:15

1. Review/Approval of Minutes

The Committee reviewed and approved the minutes from the December 02, 2010 meeting with corrections.

2. College FY 2010/11 Budget Update:

Frances reported that the college has projected a $27.5M expenditure and reported to District Budget Office last Friday as of the end of the 2nd quarter which ended December 31st, 2010. Assuming the college can use the full last year balance of $900K, the college projected a deficit of approximately $125K. There is District fiscal policy that limits the use of prior year balance to only 25% to use for future plans. With this restriction, the college projected a deficit of $855K. For next fiscal year 2011/12, the college was informed of receiving a preliminary operating budget allocation of $24.7M. This proposed preliminary budget includes the revenue assumptions of 6.8% state funded base reduction and 1.9% state funded enrollment growth (approximately net 5% proposed reduction). The 2.21% funded growth/restoration is not allocated in FY 10/11 but will be allocated for next year. There are no immediate cuts projected this year. It was suggested that this committee be involved on these types of proposal since it is very important to have this information when making decisions.

3. FY 2011/12 Reduction Plan Submitted to Chancellor and District Budget Office.

The college received a last minute request to submit a budget reduction plan of 5%, 10% and 15%. The 10% plan will require a salary reduction across the board. The college has prepared a
In addition to personnel cost reduction, additional considerations were submitted to the chancellor. These were:

a) Utilize existing reserve balances held by all colleges
b) Increase in employee share of benefit contributions or collectively renegotiate vendor terms
c) Offer an early retirement with no immediate replacements
d) Raise tuition and parking fees
e) Suspending Winter and Summer Sessions until the budget crisis has subsided
f) Eliminating programs that have extremely low completion, transfer, or graduate rates
g) Strongly consider implementation of furloughs, layoff and disallow all overtime as last resort

Other deficit reductions suggested by the committee:
- Faculty furloughs vs. classified furloughs
- Salary reduction vs. furloughs across the board
- Furloughs may affect retirements
- Getting additional resources – providing services to the community from Culinary Arts


The committee created five Ranking teams from different constituent groups. Division heads were not included in the ranking teams to avoid any appearance of conflict of interest. The teams will meet on Thursday, February 10th, to rank the over base requests from each college division. The focus will be on ‘critical’ requests only that fall onto the priorities of Stability and Sustainability. The teams will submit their results and the co-chairs will averaged all rankings and create a spreadsheet that will be sent to the committee members. Funding sources will be suggested if available.

Adjournment: 1:25 p.m.

Minutes submitted by: Luz Nunez