

EL CAMINO COLLEGE
Planning & Budgeting Committee
Minutes
Date: April 17, 2014

MEMBERS PRESENT

Members

- | | |
|--|---|
| <input checked="" type="checkbox"/> Alice Grigsby - Management/Supervisors | <input type="checkbox"/> Dawn Reid - Student & Community Adv. |
| <input checked="" type="checkbox"/> Ken Key - ECCFT | <input checked="" type="checkbox"/> Cheryl Shenefield - Administrative Services |
| <input type="checkbox"/> Liliana Lopez – ASO | <input type="checkbox"/> Dean Starkey – Campus Police |
| <input checked="" type="checkbox"/> Rory K. Natividad - Chair (non-voting) | <input type="checkbox"/> Gary Turner - ECCE |
| <input checked="" type="checkbox"/> Dipte Patel - Academic Affairs | <input checked="" type="checkbox"/> Lance Widman - Academic Senate |

Other Attendees: Members – David Brown, Emily Rader **Support** – Babs Atane, Janice Ely, Jo Ann Higdon, Jeanie Nishime, William Garcia, Irene Graff, Michael Trevis, Will Warren

The meeting was called to order at 1:03 p.m.

Approval of April 17, 2014 Minutes

1. The minutes for April 3 were tabled and will be reviewed for approval at the next meeting.
2. The agenda item of Prop. 30 has been added to the agenda.

Dartboard / Five-Year Projections – J. Higdon (3 handouts)

1. The subject of GASB 68 will be moved and brought back next time for discussion. The El Camino College Dart Board – Unrestricted General Fund handout was distributed for discussion. Under the subject of revenue changes, funded COLA for 2013/14 is listed as 1.57%. Currently for 2014/15 the governor's budget has listed funded COLA at .86%. The percentages for next three years (2.2% and 2.4%) are estimated.
2. Growth restoration funding is listed as 1.63% for 2013/14. The money for growth is not actually known until six to seven months after the year ends. The percentages projected for years 2014-2018 on that same line (2%), puts us at a reasonable level for total planned FTES as listed below on the next line. It was stated that by using the 2% this keeps it below the highest number we have had (20,532) for FTES.
3. Apportionment deficit needs to be corrected to .7% across the next five columns. This is what has been used for budgeting purposed for the last two years.
4. Potential rental revenue shows a figure of \$82,800 for 2014/15. This amount is reflective of two perspective offers to rent the facility of the Child Development Center.
5. Decrease in transfers out (CDC) shows a figure of \$257,750 for 2014/15 which is the amount we currently have estimated as what we will be transferring out this year.
6. Decrease due to Prop. 30 Sunset has a question mark because the first time this would be in effect would be for the fiscal year 2016/17. This is reflective on how the law reads on Proposition 30. The sales tax component for Proposition 30 expires in December 2016 and the income component expires in December 2018 – no specific number has been able to be attained yet. The latest estimate of what proposition 30 is estimated to be is 12.4 million this year and 14 million for last year. We are waiting to find out the precise percentage of what is income tax and what is sales tax. One number is thought to be 80% and the other 20%. A more precise number will be noted next time. The state uses proposition 30 to give us money that they would have given us out of the unrestricted general fund.
7. PERS employer rate of 11.7% is listed for 2014/15. This rate can change anytime during the year.

8. STRS employer rate is lower and listed at 8.25% for 2014/15. We have been informed that the cost will probably increase.
9. Election expense for 2013/14 has been adjusted to the actual number of \$285,563. It was noted the next election cycle will be in 2015/16 and the committee agreed the listed amount of \$300,000 should be increased to \$450,000 estimated cost.
10. Utilities - 4% is listed across the board at this point.
11. Insurance – workers compensation is listed with a rough estimate at this point with 5-8% listed across the board.
12. Insurance – liability is listed also with a rough estimate of 2-3% across the board.
13. Back-fill of categorical from UGF is assumed to not be dramatically cut and they will not be backfilled from the unrestricted general fund. They would be filled by fund 15.
14. Additional faculty FTEF required to generate growth looks at what would it take if you offer enough extra sections to grow by the 1.68%. It doesn't cover extra counselors or librarians. This is calculated using a blended rate of full- and part-time faculty.
15. Potential positions to be transferred plus benefits of five full-time employees in the Child Development Center is listed as a cost of \$495,834 to move these positions over.
16. More information on GATSBY 68 will be brought back at the next meeting.

Strategic Planning Meetings/Implementation Plan – I. Graff

1. The Strategic Planning Committee has been meeting the last two Fridays. They are working on establishing a new mission which will take them to a higher vision. Hopefully the PBC will be the body that monitors the implementation plan on an annual basis.
2. The Planning Summit is next Friday, April 25.
3. Minutes from the planning meetings are currently being assembled and will hopefully be available on the portal soon.

Adjournment – R. Natividad

1. The meeting adjourned at 1:50 p.m. The next meeting will be **May 1 at 1:00 p.m.**, in Library 202.

RKN/lmo