

EL CAMINO COLLEGE Planning & Budgeting Committee
Minutes Date: August 15, 2019

Y	Jose Anaya - Community Advancement		Ruben Sagastume - ASO, Student Rep
Y	Amy Grant - Academic Affairs	Y	Gary Robertson - Campus Police
Y	Jeffrey Hinshaw - Administrative Services	Y	Jackie Sims - Management/Supervisors
Y	Iris Ingram – Chair (non-voting)	Y	Greg Toya - Student Services
Y	Ken Key – ECCFT	Y	Josh Troesh – Academic Senate
Y	David Mussaw – ECCE	Y	Jim Buysse - Chair (non-voting)

Alternate Members: U. Kainat, W. Cox, K. Iino,

Support: J. Shankweiler, A. Leible, J. Miyashiro, R. Miyashiro,

Other Attendees: V. Unda, D. Maloney

The meeting was called to order at 1:05p.m.

1. Approval of [Minutes](#) – August 1, 2019
Minutes approved.

2. [Budget 2019-20](#)

We took the tentative budget to the June board to get approval so that the district can start to spend money July 1st. The final budget will be adopted September 3rd.

➤ Assumptions

- COLA of 3.26%
- Buy down of employer contribution rates for CalSTRS and PERS. Governance of CalSTRS is through the state budget policies and PERS has its own board.
 - ECC portion of cost for CalSTRS is \$342,770.
 - ECC portion of cost for PERS is \$912,384.
- Loss of Compton partnership revenue \$5,112,858. We have received the monies for this fiscal year, but we are not touching it. If the state decides, they have made a mistake and we will have to return the money.
- Projected FTES of 18,600
- Funding rates for 2019-20 through 2021-22 will remain the same.
- SCFF of 70% for base allocation, 20% supplemental allocation and 10% student success allocation will remain until 2021-22.
- Minimum funding levels will be extended until 2021-22.
 - Of 2017-18 TCR plus COLA; or, the SCFF calculation
 - Most colleges have opted for the TCR plus COLA, since SCFF calculation is still an unknown factor. The 2019-20 rates are being reviewed by the Chancellors office and a group CBO's.
 - It was mentioned that last year when the SCFF was first introduced, the calculations showed that ECC was better off. With the changes in SCFF, we are now at a deficit, and with that, we will be taking the TCR plus COLA.
- ECC 2019-20 Unrestricted General Fund Budget (Fund 11)
 - Show a beginning balance of 28,443,158
 - Total revenue of \$141,557,520
 - Total available resources of \$170,000,679
 - Total reserve of \$29,353,323 with a net change in fund balance of \$910,000
- Emergent Issues
 - State apportionment revenue is speculative for couple of years due to

- changing SCFF.
 - Enrollment will remain stable across the CCC. We need to start to think of being a stable institution and change the way we operate in the future.
 - PERS & STRS employer pension contribution cost is increasing and with each step and column increase there is an increase in employer pension cost.
 - The structural deficit has grown, where our expenditure out strip revenue in certain accounts.
 - Two or three new buildings coming on line in the next six months:
 - How are we planning to maintain these buildings?
 - How are we going to outfit these new building with changing in technology?
 - We cannot assume we will grow; we need to find new sources of revenue, because we are moving toward a more state-supported institution instead of state-assisted.
 - ECC Fund 11 Source of Revenue 2019-20
 - Graph shows that 59% of our revenue comes from the State and 35% from local
 - ECC Expenditures 2019-20
 - Graph shows that a total of 87% of our expenditure is salaries and benefits.
 - Operating expenses are the supplies, training, travel etc.
 - Capital outlay fund is used for repair of buildings
 - ECC All Funds budget (revenue)
 - Breakdown of all our funds
 - Fund 16-dollar amount is not correct. We have drawn down the monies. (we will go back and check the two charts).
 - We need to remove Fund 42 from this listing. Bond monies can only be used for the bond program.
 - ECC Comparison of all funds 2018-19 vs 2019-20
- This is a synopsis of the final budget. You will all receive the full budget before the next meeting.

Question: what is the issue with property tax?

State over projected the property tax, as it happens the projection did not materialize and property tax started coming in slowly. Property tax came in higher than what was thought by the Department of Finance projection in April/May. There is no information on allocation yet, because the Department of finance is vetting the numbers. Once it is allocated, ECC will get the funds directly.

Budget Format - we are going to stick with the same format for the final budget. In the future, we will remove some information that is not relevant and add in some graphic format for easier understanding. Next few months we welcome any feedback.

3. Membership of Institutional Research in PBC

Suggestion of membership to this committee, who gets the recommendation. All recommendations go College Council then to the President.

There is no representation by IRP, given the purpose; there is a staff person from IRP, but we do not know what group this individual on this committee represents. The Making Decision document for committee was last updated in 2015; we did not have time in College Council last year to update this document. We will be looking at it this year.

Motion was made by J. Shankweiler to have a chair (VP, Administrative Services) and co-chair (Director or IRP) for this committee. This way both planning and budget are equally covered. It was also noted that there would be additional member from the IRP office as a committee member. Vote was taken and the committee members agreed with one abstention. It was also noted that the chair and co-chair would be non-voting and an additional member from IRP would change the dynamic of the committee. President Maloney said the committee could move forward with their recommendation to College Council for the chair and co-chair to the Planning and Budgeting Committee.

So noted, that Planning and Budget membership unanimously moved to recommends to College Council that Vice President, Administrative Services be the Chair and the Director of Institutional Research and Planning be the co-chair of the Planning and Budget Committee. The additional membership from IRP would wait the making decision updates by College Council.

4. Infamous Others

Budget sequence from this point forward:

- a. Before the next meeting, this committee will get hard copy of the final budget for their review.
- b. College Council will review the budget on August 19th.
- c. August 21st PBC will be the second reading and approval of the final budget.
- d. On August 22nd the agenda for the August 26th Board of Trustees budget workshop. It was noted that the Board wanted more time before the September board meeting to review the budget. They will have a week to review and ask questions or make comments.
- e. The final budget will go for board approval on September 3rd.

5. Adjournment

The meeting adjourned at 1:45p.m.