

EL CAMINO COLLEGE
Planning & Budgeting Committee
Minutes
Date: June 8, 2016 (Special Session)

MEMBERS PRESENT

- | | |
|---|--|
| <input type="checkbox"/> Connie Fitzsimons – Academic Affairs | <input checked="" type="checkbox"/> Rory K. Natividad – Chair (non-voting) |
| <input checked="" type="checkbox"/> William Garcia– Student & Comm Adv. | <input type="checkbox"/> Cheryl Shenefield–Administrative Services |
| <input type="checkbox"/> Ken Key - ECCFT | <input checked="" type="checkbox"/> Jackie Sims -Management/Supervisors |
| <input type="checkbox"/> Areceli – ASO, Student Rep. | <input type="checkbox"/> Dean Starkey – Campus Police |
| <input checked="" type="checkbox"/> David Mussaw – ECCE | <input type="checkbox"/> Lance Widman - Academic Senate |

Other Attendees: Members: R. Dreizler, J. Troesh, A. Sala, S. Prieto, M. Trevis, S. Waterhouse
Support: J. Ely, I. Graff, J. Higdon, J. Nishime, J. Shankweiler
Guests: B. Atane, A. Leible, A. Garten

The meeting was called to order at 2:03 p.m.

Announcements

1. Robin Dreizler was welcomed as the new alternate for William Garcia.
2. Josh Troesh is the new representative for the Academic Senate.

Approval of the June 2 Minutes

1. Budget Update, #2, second sentence, **delete:** \$1,275 million **change to:** \$1.2 million. Third sentence, **delete:** 5/10 **change to:** .05 percent.
2. Budget Update, #1, **after:** 120 **add:** resident.
3. Budget Update, #5 (at the end), **add:** The Proposition 30 sales tax is coming to an end.
4. VP Area Priorities, next to J. Shankweiler, **add:** J. Nishime
5. The minutes were approved with corrections as noted and will be posted to the portal.

Tentative Budget 2016/2017– J. Higdon (handout)

1. A new handout of the tentative budget was provided to the committee for their review. One major change has been made to the unrestricted general fund under State Revenue (8610), Education Protection Account Funds. This was noted as being the Proposition 30 funds. The original amount listed for the tentative budget has been reduced by \$1.6 million due to the phasing out of the Proposition 30 State sales tax increase. The only other adjustment which may be made will be a figure on how many FTES we may be short.
2. It was stated it is too early to have concrete numbers for the restricted funds. Some of the categorical funds will also be coming in late.
3. The committee was directed to page 14. It was noted on the summary of allocations (Fund 14 – Compton Center) the accreditation support funding has increased. The Compton Marketing Campaign also increased from \$120,000 to \$125,000. The ECC Admissions and Records Supervisor decreased from 50 percent to 25 percent (\$20,520).
4. Fund 15 (Special Programs – Compton Center Partnership Fund) was discussed. The appropriate funds have been put in for the student retention programs. All other areas were noted as listed on page 16.
5. It was noted no major changes for the workers’ compensation fund.

6. The Capital Outlay Projects Fund (Fund 41) is likely to change. The numbers noted as possibly fluctuating the most would be the schedule maintenance program and instructional equipment.
7. The numbers for the property and liability self-insurance fund will be close to where they were last year.
8. It was noted additional money may have to be put aside for the dental self-insurance fund as the expenses are coming in a little on the high side.
9. The bookstore fund was reviewed and may need some help because of the special reordering of merchandise which was lost in the fire. It may be six months from now before it is known how this situation will resolve itself.
10. The term "one-time expenditure" was clarified as a non-reoccurring expenditure. The committee was reminded the revised pension liability grid will be brought back for review. Some of the percentages have been adjusted upwards slightly. It was suggested the minutes be sent back out to the committee from last August 27, 2015 in order to refresh everyone's mind on the monies reserved for the pension liability and one-time expenditures.
11. It was asked if any money left over from the inter fund transfer goes back to the general fund or if it stays where it is. It was clarified the money stays where it is.
12. It was questioned where the money goes when the Foundation reimburses students for tuitions and fees. It was clarified the money goes into the scholarship fund and then goes into the student's account (enrollment fees).
13. It was announced Dr. Maloney is scheduled to join the PBC at the August 18 meeting. Other meeting dates will be tentatively scheduled pertaining to when we may have the final budget figures. It was noted we may have to be flexible with our meetings as we need to get the final budget approved in a timely fashion. The board meeting this year will be a little earlier this September so we may need to have another "special session" PBC meeting.
14. It was stressed we have been advocating for the Strong Workforce Development Program and are requesting the 75/25 split rather than the 60/40 that is outlined in the governor's proposed budget.
15. A motion was made to recommend the tentative budget for 2016/2017 to the President for approval. The motion passed unanimously (6-0, three voting constituents not present).

Adjournment – R. Natividad

1. The meeting adjourned at 3:06 p.m. The next meeting will be held on - **July 7, 2016 at 1:00 p.m.** in Library 202.

RKN/lmo