

EL CAMINO COLLEGE
Planning & Budgeting Committee
Minutes
Date: May 18, 2017

MEMBERS PRESENT

- | | |
|---|---|
| <input checked="" type="checkbox"/> Greg Toya– Student & Comm Adv. | <input checked="" type="checkbox"/> Rory K. Natividad – Chair (non-voting) |
| <input checked="" type="checkbox"/> Amy Grant – Academic Affairs | <input checked="" type="checkbox"/> Cheryl Shenefield–Administrative Services |
| <input checked="" type="checkbox"/> Ken Key - ECCFT | <input type="checkbox"/> Jackie Sims -Management/Supervisors |
| <input checked="" type="checkbox"/> Araceli Rodriguez – ASO, Student Rep. | <input type="checkbox"/> Dean Starkey – Campus Police |
| <input checked="" type="checkbox"/> David Mussaw – ECCE | <input checked="" type="checkbox"/> Josh Troesh - Academic Senate |
| <input checked="" type="checkbox"/> Prince Obah – ASO, Student Rep. | |

Other Attendees: Members:

Support: B. Atane, J. Ely, J. Higdon, A. Leible, J. Nishime, J. Shankweiler, C. Vakil-Jessop, S. Waterhouse

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

Announcements

G. Toya will be taking the place of William Garcia for Student and Community Advancement. The new student representative for ASO will be Prince Obah. The committee welcomed and introduced themselves to the new representatives. Carolee Vakil-Jessop was introduced as the representative for ECCFT.

Approval of the April 6 and 20, 2017 Minutes

1. The minutes of April 20 were presented. Page 2, Enrollment Update/320 P2 Apportionment, #1, third sentence, **correct amount to read: 7,908.17**. The minutes were approved with the one correction.
2. The minutes of April 6 were presented. The minutes were approved as presented.
3. Both sets of minutes will be posted to the website.

May Revise Developments – J. Higdon (handout)

1. It was announced this is annually where the committee begins various discussions on the tentative budget. The results of these discussions will culminate in the recommendation for approval of the tentative budget to the President for the June board agenda.
2. It was noted the discussion will mainly focus on the items which affect the unrestricted general fund at this stage. The tentative budget needs to be in place so we can continue expending money. The permanent budget must be in place by early September which is why the board meeting is scheduled earlier in that month.
3. At this stage the categorical funds (funds other than the unrestricted general fund) are usually rolled over as actual money is not yet in these accounts.
4. Regarding Proposition 98, there is always a tug-of-war between the community colleges and the K-12 schools over what percentage of Proposition 98 money the community colleges are entitled to (which is not set in statute anywhere). The community colleges continue to insist they receive their established share.
5. The growth number for apportionments has been reduced down from 1.34% to 1%. It was noted that there is a substantial number of community colleges which are in restoration this year. El Camino intentionally went into stabilization this year for strategic reasons (to receive more money). It was felt we will see a high percentage of other community colleges in stabilization this year also.

6. A correction was made on the third bulleted item under apportionments. The COLA increased from 1.48% to 1.56% (not 1.54%).
7. It was noted that apportionment funding is important and is determined by the FTES which is generated in the classroom.
8. Budget bill language is being proposed that authorized the Chancellor's Office to apply unused growth funds to cover an apportionment deficit. This does not remove all uncertainty from the apportionment process, it will help in years when we are not growing to our funded cap and have an apportionment deficit.
9. The update on the One-Time Deferred Maintenance and Instructional Equipment Funds was reported as there will be money for scheduled maintenance and instructional equipment; however, we would not receive it until the following year, May 2019. The Governor's intent of holding onto the funds is to ensure that Proposition 98 is not over appropriated as a result of lower than expected revenues in the 2017-2018 fiscal year. As a result School Services of California is recommending that community colleges exclude this revenue from their upcoming budget, as well as their multiyear projection.

Budget Assumption 2017-2018 (General Fund) – J. Higdon (handout)

1. The tentative budget assumptions for the unrestricted general fund were reviewed by the committee as presented. The dart board projections page listing funded COLA (2017-18) reflected the corrected change of 1.56%. The estimated funded FTES for 2017-18 was listed as 19,510. It was noted this number could change. It was noted the PERS/STRS liability is projected to be a huge cost over the next few years.
2. It was noted the law required we change our election cycles. Normally we would have had a large election expense to pick up in 2017-18 but now this will not happen until the following year.
3. The additional funds needed for enrollment management is only the cost of adding the sections of classes and was listed as \$55,000. The faculty salary increase has been signed off on as well as the unrepresented employee salary increases. Classified salary is still in negotiations at this time.

SCC Community College Financial Dartboard 2017-2018 – J. Higdon (handout)

1. The handout of the SSC's Financial Projection Dartboard is based on the 2017-18 Governor's Proposed State Budget. The COLA, CPI and T-bill planning factors have been updated to reflect the latest economic forecasts.

Tentative Budget Assumption May 2017 - J. Higdon (handout)

1. The tentative budget assumptions handout for 2017-2018 was reviewed by the committee. It was noted that STRS and PERS costs fluctuate a lot due to them not making good investment decisions in the last 10 years.

CalPERS/CalSTRS Rate – J. Higdon (handout)

1. It was noted when we have real figures for the unrestricted general fund budget, we will need to have some discussion regarding the high percentage rate of total expenditures which is going in STRS, PERS and salaries.

Future Meetings – R. Natividad

1. It was noted there are only three more Thursdays until the next board meeting. It was decided another PBC meeting would be needed on Thursday, June 8 to complete all the discussions needed for the tentative budget. The committee was encouraged to bring their budget with them next time in order to have a comparison to the upcoming tentative budget. Any questions should be sent J. Higdon. At the next meeting, the 2017-18 will be presented and reviewed by the committee to ensure there is an additional meeting planned during August/September so there is enough time to discuss the final budget before it is sent for recommendation to the President.

Adjournment – R. Natividad

1. The meeting adjourned at 1:47 p.m. The next meeting will be held on **June 1, 2017** in Library 202.

RKN/lmo

APPROVED