

**College Budget Committee Meeting**  
**March 12, 2009**  
**Draft Meeting Minutes**

Attendance: Co Chair Eloisa Briones, Lori Adrian, Anyta Archer, Carla Campillo, Mike Fitzgerald, Fermin Irigoyen, Joe Morello, Vicki Morrow, Virginia Padron, Félix Pérez, Regina Stanback-Stroud, Rick Wallace, Linda Whitten, George Wright, Soodi Zamani. Guest: Nina Floro.

Absent: Rick Escalambre, Ray Hernandez, Tony Jackson, Barbara Lamson, Rob Johnstone, Margery Meadows, Ekaterina Semonchuk, Jeff Westfall.

**Review of minutes of February 26, 2009**

The minutes were approved as written.

**Review of budget reduction strategies**

Eloisa said there is a lot of uncertainty around the stability of the state budget. There will be a special election on May 19<sup>th</sup> that will include several initiatives which need to be passed for the state budget to remain balanced.

She presented the committee with the updated version of the projection for 2008-09 and strategies to reduce the 2009-10 budget based on CBC discussions in December 2008. Cuts are not anticipated in the current year. Eloisa reviewed the 2008-09 revenues which includes the \$1 million subsidy provided by the district to help balance the college budget. A comparison of this year's revenues and expenditures shows an estimated ending balance of over \$500,000.

As the college was establishing benchmarks for the balanced score card, CBC recommended an ending balance goal equivalent to 3% of the site allocation. Hence for this year, the ending balance goal is \$638,060. In 2007-08, the district allowed Skyline to set aside \$444,000 of Skyline's ending balance to be used towards potential budget cuts.

Mike inquired how Skyline generated savings by becoming more efficient. Eloisa said that she used 570 as the productivity goal to estimate the hourly instruction budget. Skyline was able to generate more FTES (the college exceeded its goal) with fewer sections. Regina said Skyline's load is higher so not as many sections are needed to get the same FTES. Mike asked if Skyline's efficiency will provide leverage to add more full-time faculty and Vicki said it ultimately will.

**Preliminary 2009-10 site allocation**

The committee reviewed the preliminary resource allocation assuming a \$4 million district deficit. There is \$3 million in growth funds and Skyline gets \$2 million of that. Regina said that is the function of the high load. Skyline's share of the deficit is \$1.2 million, but even with that decrease the college comes out ahead, compared to its sister

colleges, with a net increase of \$994,102. Eloisa said the worst case will be an \$8 million deficit, so Skyline's reduction would be almost \$2.5 million.

The committee reviewed the best and worst case scenarios, which would be either a \$4 million or an \$8 million district projected deficit. Eloisa added the 2008-09 ending balance carryover to fund 1 revenues and subtracted the expenditure reductions in both scenarios. At this time, savings from managed hiring or from retirements are still unknown so those will be treated as additional reductions to expenditures, depending on whether or not replacements are hired. Based on these assumptions, the college could either have a \$900,000 ending balance or \$220,000 deficit. The worst-case scenario is not as bad as was feared and the best-case scenario is good. Eloisa reminded the committee that these amounts are preliminary and may change as new information is received from the state.

The committee continued to have a broad discussion around the following topics:

- Hiring: Fermin asked if the college can be optimistic about hiring and Vicki said it depends on actual state revenues, the outcome of the five ballot measures, what is in the May revise and the federal stimulus package.
- Basic Aid: If the district gets its income only from property tax and nothing from the state, the district will become basic aid and will be protected from deeper state cuts. However, discussions continue at the state level about shifting property taxes to K-12 schools and that is a concern.
- Cap: Mike would like to see Skyline actively manage its cap and have a report on it at each meeting, along with that of the other colleges in the district. George suggested more afternoon classes offered at Skyline. From about 12:30-6:00, the campus is quiet and classes scheduled during that time are not full. The problem is not unique to Skyline as it occurs at other community colleges as well. Someone suggested 7:00 a.m. classes and Regina said it might not be too bad, but it would depend on the bus schedule. Lori suggested surveying the students to see how many take the bus and how many are dropped off.

### **Program review**

This topic was moved to the April meeting. Regina will email the documents to the CBC ahead of time. Personnel and equipment needs are part of program review. Program reviews are shared with the Institutional Planning Committee as well as the CBC for information and consideration during budget discussions.

### **Next meeting:**

The DCBF meets on April 21, so there is no need for the CBC to meet on March 26. The next CBC meeting will be on April 30.