

<p>BUDGET COMMITTEE <i>MINUTES</i></p>

February 15, 2005

The regular meeting of the Cuyamaca College Budget Committee was held on Tuesday, February 15, 2005 at 2:00 p.m. in the PCR.

Members Present: Geraldine Perri, Ezequiel Cardenas, Marty DuBord, Jan Ford, Sharron Hamlett, Diane Kew and Bill Stanford

Members Absent: Arleen Satele, and Nanette Wier

Dr. Perri stated that recent Governing Board Actions will be a regular item on the Budget Committee Agenda as a means of disseminating information stemming from the monthly Governing Board meetings.	Recent Governing Board Actions
Dr. Perri distributed the Legislative Analyst Proposition 98 Primer dated February 2005 for information purposes.	Proposition 98 Primer
Dean Satele distributed a draft of the FY 05/06 Tentative Budget Planning Worksheet. Dr. Perri provided a brief background for the worksheet. As a reference for the budget discussion Dr. Perri distributed copies of the Community Colleges Under Funded Districts Caucus. The data was explained and the implications of all five scenarios were discussed. Actual budget projections have not been released by the district. Data presented is strictly hypothetical at this time.	2005-2006 FTES Projections
Committee Members received the Cuyamaca College 04/05 approved positions. Dean Satele to forward the current hiring list from Grossmont College to Mr. DuBord as requested.	2004-2005 New Positions
Dean Satele reported that the budget process is underway. Meetings have been held with all the Deans. In addition, the Administrative Services Department is available to assist during the budget process.	Budget Process Update
Meeting adjourned at 2:52 p.m.	Adjournment

BUDGET COMMITTEE
MINUTES

March 1, 2005

The regular meeting of the Cuyamaca College Budget Committee was held on Tuesday, March 1, 2005 at 2:00 p.m. in the PCR.

Members Present: Geraldine Perri, Ezequiel Cardenas, Jan Ford, Sharron Hamlett, Diane Kew, Arleen Satele, and Bill Stanford

Members Absent: Marty DuBord

Dr. Perri distributed two Governing Board items from the 2/22/05 meeting.

- 655.1 – 10 Cuyamaca faculty granted tenure
- 659.1 – 7 sabbatical leave requests approved for Cuyamaca faculty for 2005-2006

Recent Governing Board Actions

For informational purposes, Dean Satele gave the timelines for the budget calendar for FTES Forecasts. She will keep the committee informed as the calendar develops. Dr. Perri requested that hard copies of the calendar be given to committee members.

Budget Calendar

Dean Satele distributed and informed Budget Committee members on the proposed Dedicated Income Analysis for GCCCD and Cuyamaca. Dr. Perri indicated that the District requests projections for Cuyamaca’s dedicated income as a way of determining the funds considered for Cuyamaca’s next fiscal year budget. Dedicated income does not go through the budget formula. Budget committee members were asked to provide feedback directly to Dean Satele by March 4th.

Dedicated Income

Dr. Perri distributed the GCCCD FTES comparison dated 2/28/05.

FTES Census Report

For informational purposes, Dr. Perri distributed a copy of the Legislative Analyst’s Office Analysis of the 2005-06 Budget Bill dated 2/25/05.

Legislative Analysis of the 2005-06 Budget Update

Meeting adjourned at 3:20 p.m.

Adjournment



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BUDGET COMMITTEE <i>MINUTES</i>

March 15, 2005

The regular meeting of the Cuyamaca College Budget Committee was held on Tuesday, March 15, 2005 at 2:00 p.m. in the PCR.

Members Present: Geraldine Perri, Ezequiel Cardenas, Jan Ford, Arleen Satele, and Bill Stanford

Members Absent: Marty DuBord, Sharron Hamlett, and Diane Kew

Dr. Perri stated that the FTES Task Force met on 3/14/05. Dean Satele distributed a summary of the outcomes and provided a brief background on how FTES is calculated. Cuyamaca's current goal is 5364. The goal for 05/06 is 5595 which represents 1.34% growth or an additional 74 FTES over 04/05 goal. She explained the impact of the FTES Adjustment has on the economy of scale.

FTES Goals

Dean Satele is currently working on the baseline budget. On 3/18 the income allocation will be available. Dr. Perri indicated that the Budget Committee will be tasked with developing budget parameters.

Budget Update
05/06

Dean Satele distributed a proposal for the annual Prop R funding plan. Budget committee members asked questions pertaining to the data.

Prop R Budget

Meeting adjourned at 2:56 p.m.

Adjournment

<p>BUDGET COMMITTEE <i>MINUTES</i></p>

April 5, 2005

The regular meeting of the Cuyamaca College Budget Committee was held on Tuesday, April 5, 2005 at 2:00 p.m. in the PCR.

Members Present: Geraldine Perri, Ezequiel Cardenas, Marty DuBord, Jan Ford, Sharron Hamlett, Diane Kew and Arleen Satele

Members Absent: Bill Stanford

Dean Satele stated that the salary aspect of the budget has been revised. The Tentative Budget is expected next week. Dr. Perri indicated that once the budget is received the Budget Committee will need to develop criteria and strategies. It is anticipated that the next meeting will concentrate on that task. Dean Satele indicated that the college's ending balance is tracking at \$877,000; this amount includes open purchase orders. Deadline for 04/05 expenditures is 4/15. This year's target is \$906,000 - the same as last year.

Tentative Budget
05/06

Dean Satele distributed a revised Prop R funding status, the data contained adjustments per recommendations from Gafcon. The College Facilities Master Plan Council (CFMPC) reviewed the data in March. The revised Prop R funding status will be presented to the CFMPC at its next meeting.

Prop R Annual
Plan

Dean Satele expressed kudos to Admin Services for their assistance in working with the contractors to keep costs down on construction projects.

Announcements

Dr. Perri indicated that she serves on the District Budget Allocation Task Force along with Jan Ford, Arlene Satele, Jim Custeau, Bill Stanford and Cristina Chiriboga as representatives from Cuyamaca College. Dr. Jack Randall is facilitating the Task Force. The Task Force will be reviewing budget simulations for a new budget model.

Meeting adjourned at 2:55 p.m.

Adjournment



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BUDGET COMMITTEE
MINUTES

April 19, 2005

The regular meeting of the Cuyamaca College Budget Committee was held on Tuesday, April 19, 2005 at 2:00 p.m. in the PCR.

Members Present: Geraldine Perri, Ezequiel Cardenas, Marty DuBord, Jan Ford, Diane Kew and Arleen Satele

Members Absent: Sharron Hamlett, and Bill Stanford

Dean Satele distributed the latest iteration of the Proposition R Funding Status. She reviewed the adjustments to the Funding Plan. The plan will be reviewed, as presented, by Chancellor’s Cabinet, the Districtwide Strategic and Budget Planning Committee and the Governing Board.

Proposition R Plan

Dean Satele distributed copies of the college’s FY 05/06 Tentative Budget Planning Worksheet. She explained the various aspects of the Tentative Budget. Dr. Perri informed Budget Committee members of the district timelines for the tentative budget.

Tentative Budget

Dr. Perri solicited direction from the Budget Committee with regard to the 05/06 FY Budget Criteria and Strategies. The Budget Committee reviewed past criteria and strategies as a basis for establishing the criteria and strategies for next year.

Budget Criteria and Strategies

Meeting adjourned at 3:25 p.m.

Adjournment



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May 3, 2005

The regular meeting of the Cuyamaca College Budget Committee was held on Tuesday, May 3, 2005 at 2:00 p.m. in the PCR.

Members Present: Geraldine Perri, Ezequiel Cardenas, Jan Ford, Diane Kew, Arleen Satele, and Bill Stanford

Members Absent: Marty DuBord, and Sharron Hamlett

Dr. Perri announced that the college budget has to be balanced by 5/17. The Tentative Budget is anticipated to be available on 5/14. President's Cabinet is in the process of working out the details to balance the budget.

Tentative Budget, Budget Criteria and Budget Reduction Strategies

Dean Satele distributed the 2005-06 confidential proposed Tentative Budget. The data was explained and discussed. The Committee strategized on how best to present the information to the Governing Board. Consensus to proceed with Tentative Budget and Budget Criteria as presented pending receipt of District budget data. Dr. Perri requested that the Budget Committee be prepared to meet prior to the next scheduled Budget Committee meeting.

Referring to the State Budget Update #5 dated 4/21/05, Committee Members reviewed the implications of the information and anticipated May Revise.

State Budget Update #5

Dr. Perri gave the statistics for enrollment dated 5/3/05 for summer semester.

First Enrollment Report

Meeting adjourned at 3:15 p.m.

Adjournment

<p>BUDGET COMMITTEE <i>MINUTES</i></p>

May 17, 2005

The regular meeting of the Cuyamaca College Budget Committee was held on Tuesday, May 17, 2005 at 2:00 p.m. in the PCR.

Members Present: Geraldine Perri, Ezequiel Cardenas, Marty DuBord, Jan Ford, Sharron Hamlett, Diane Kew, Arleen Satele, and Bill Stanford

Dr. Perri distributed copies of the CCLC State Budget Update #7 dated 5/13/05. She highlighted the items listed in the May Revise. She also encouraged Budget Committee members to make phone calls and write letters to encourage the Governor to provide the proposed \$40 million for equalization.

May Revise and State Budget Update 6 and 7

The 05/06 Tentative Budget has not been distributed, however, Dr. Perri distributed copies of the 2002 College Budget Reduction Strategies and indicated that it was a good source document to determine where the college is now and what process would be used in the event that the college will experience budget cuts in 05/06. It is anticipated that the District budget will increase by \$2.2 million. District holding accounts have not been determined. Dr. Perri will be presenting the college's budget to the Governing Board on 6/13/05. It is anticipated that the Tentative 05/06 Budget will be received on 5/17/05.

Tentative Budget 05/06

Dean Satele and Dr. Perri will meet once the Tentative Budget is received, in order to plan the Tentative Budget 05/06 College Workshop. The Budget Committee agreed to meet on May 24th at 2:00 pm. The Committee also agreed, if possible, to merge the Chancellor's requested equalization workshop with a college workshop on Tentative Budget 05/06. Tentatively scheduled for Wednesday, May 25th at 10:00 – 11:00 am.

Tentative Budget 05/06 College Workshop

Dean Satele distributed the Budget Development Calendar for unrestricted, restricted and Prop R Funding Plan 2005/06. She reviewed the dates and the significance of each deadline listed.

Budget Development Calendar

Meeting adjourned at 2:52 p.m.

Adjournment



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BUDGET COMMITTEE <i>MINUTES</i>

September 6, 2005

The regular meeting of the Cuyamaca College Budget Committee was held on Tuesday September 6, 2005 at 2:00 p.m. in the PCR.

Members Present: Geraldine Perri, Ezequiel Cardenas, Connie Elder, Jan Ford, Arleen Satele, and Bill Stanford

Members Absent: Marty DuBord, Sharron Hamlett, and Diane Kew

Guest Present: Rosalyn Johnson

In preparation to go from Tentative Budget to Adoption Budget, Dean Satele reviewed the proposed adoption budget for 2005-2006 line by line and discussed the various nuances of each line item.

Budget Update TB to AD '05-'06

There will be a campuswide budget workshop scheduled on September 8th. Dean Satele to obtain an analysis of holding accounts over the past few years for discussion at the next Budget Committee meeting.

Dean Satele distributed copies of the Prop R funding status for Cuyamaca College. Dr. Perri stated that Gafcon suggested increasing amount of approved dollars 10-15% in anticipation of potential construction increases. At the last Facilities Master Plan Council it was determined to set aside an adjustment of 12%. If Communication Arts comes in above 12%, the LRC remodel phase-two funds will be used to mitigate the increase.

Prop R Funding status update

Dr. Perri referred to the letters from California Community College System office update on SB 361 which is a proposed bill for the systems new funding formula. Dean Satele to bring the eight scenarios being looked at in the Income Allocation Task Force to the next Budget Committee meeting.

SB 361 Update

Dr. Perri distributed the handout entitled "Getting to know Cuyamaca College". She gave a brief history and the necessity for the document.

Getting to know Cuyamaca College

Meeting adjourned at 3:13 p.m.

Adjournment



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October 4, 2005

The regular meeting of the Cuyamaca College Budget Committee was held on Tuesday, October 4, 2005, at 2:00 p.m. in the PCR.

Members Present: Geraldine Perri, Ezequiel Cardenas, Jan Ford, Diane Kew, Arleen Satele, and Bill Stanford

Members Absent: Marty DuBord, Connie Elder, and Sharron Hamlett

Dean Satele distributed a copy of the Cuyamaca College Prop R proposal (addendum). Dr. Perri provided a recap of the approved Prop R reallocation, actual bid proposals, and addendum for Prop R reallocation. The Board of Trustees will review for approval.

Prop R Update

Dr. Perri distributed Senate Bill 361; the bill is Senator Jack Scott's proposal language to change how funds are allocated to districts. The Budget Committee was encouraged to read AB 361 and be prepared to discuss at the next Budget Committee meeting. Knowledge of SB 361 would be instrumental as preparations are made for discussion at the next Income Allocation Task Force meeting.

Legislative Update
 Re: Budget

Dr. Perri distributed the California Community Colleges 2006-07 Budget overview. She reviewed the summary of recommended funding increases. In conjunction with the above handout, the Budget Committee was also provided a copy of the Chancellor's Office document entitled "Impacts of Student Fee Increase and Budget Changes on Enrollment and Financial Aid in the California Community College" dated 4/2005. Dr. Perri indicated that studies have shown a 7% decline for every 1% increase in fees.

Budget 2006-07

Meeting adjourned at 2:45 p.m.

Adjournment



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BUDGET COMMITTEE
MEETING NOTES

October 18, 2005

The regular meeting of the Cuyamaca College Budget Committee was held on Tuesday, October 18, 2005, at 2:00 p.m. in the PCR.

Members Present: Geraldine Perri, Ezequiel Cardenas, Marty DuBord, Connie Elder, Jan Ford, Sharron Hamlett, Diane Kew, Arleen Satele, and Bill Stanford

FTES Comparison Report was reviewed with special attention to college and district goals and district cap.

CCC Consultation Digest: Fall Equalization Funding was reviewed.

Meeting adjourned at 2:45 p.m.

FTES Comparison

CCC Consultation
Digest: Fall
Equalization
Funding

Adjournment



BUDGET COMMITTEE
MEETING NOTES

November 1, 2005

The regular meeting of the Cuyamaca College Budget Committee was held on Tuesday, November 1, 2005, at 2:00 p.m. in the PCR.

Members Present: Geraldine Perri, Ezequiel Cardenas, Marty DuBord, Connie Elder, Diane Kew, Arleen Satele, and Bill Stanford

Members Absent: Jan Ford and Sharron Hamlett

Dean Satele stated that Administrative Services are currently reviewing restricted budgets accounts. Negative balances are being reviewed and e-mails are being sent to schedule meetings to address the balances.

Budget Update

Dean Satele provided the following Prop R updates:

Prop R Update

Communication Arts: Three bids remaining – to date the project has realized a \$350,000 cost savings.

Student Center: Currently at the Department State Architects (DSA). Bids will go out in January 2006. The infrastructure is in progress.

Science & Technology: Construction will continue during the holiday break in December.

Dr. Perri distributed copies of the GCCCD FTES comparison version D. Dr. Perri, after reviewing the data, inquired if the FTES goals should be adjusted. The District will be looking at FTES at the next FTES Task Force meeting on 11/14. Committee members discussed the pros and cons of growth on the budget. Dr. Perri discussed upcoming enrollment strategies. It was the committee's consensus to keep the current FTES goal as is. Dr. Perri encouraged the committee to contact her with comments, questions and/or recommendations.

FTES Goal Setting

Meeting adjourned at 3:15 p.m.

Adjournment



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BUDGET COMMITTEE <i>MINUTES</i>

November 15, 2005

The regular meeting of the Cuyamaca College Budget Committee was held on Tuesday, November 15, 2005, at 2:00 p.m. in the PCR.

Members Present: Geraldine Perri, Ezequiel Cardenas, Marty DuBord, Connie Elder, Sharron Hamlett, and Arleen Satele

Members Absent: Jan Ford, Diane Kew and Bill Stanford

Dr. Perri distributed, reviewed and discussed the following documents:

- SB 361 (Scott)/Community Colleges Funding Formulas
- CCC Report to Legislature on Allocation of Equalization Funds
- Legislative Analyst's Office – The State of Proposition 98

State Budget Update

Dr. Perri indicated that the FTES Task Force met on 11/14. From that meeting she distributed versions A, B, & C of the GCCCD FTES Comparison. Version C is the estimate that the district will be using for '05-07.

FTES Goals

Dean Satele announced that each evening at 4:00 – 6:00 p.m., from 1/3/06 to 1/27/06 the calling campaign is scheduled.

Calling Campaign

Meeting adjourned at 2:29 p.m.

Adjournment

BUDGET COMMITTEE
MEETING NOTES

December 6, 2005

The regular meeting of the Cuyamaca College Budget Committee was held on Tuesday, December 6, 2005, at 2:00 p.m. in the PCR.

Members Present: Geraldine Perri, Ezequiel Cardenas, Connie Elder, Jan Ford, Sharron Hamlett, Diane Kew, Arleen Satele, and Bill Stanford

Member Absent: Marty DuBord

Dean Satele distributed the funding information for Prop R. Construction management has caused a funding shortfall. Included in the handout was the proposal to cover the shortfall. The State Chancellor's Office is proposing language to reinstate funds to colleges because of rising construction costs. Interest earned from Prop R funds may also become available to mitigate the increased costs. Dr. Perri asked for additional recommendations from the Budget Committee. It was the Committee's consensus to forward the proposal as presented to the College Facilities Master Plan Council on December 9th.

Budget Update

Dr. Perri distributed the enrollment report for December 5 and 6. The Budget Committee members provided the following feedback:

Enrollment Update

- Students mentioned that they did not receive their enrollment cards in the mail
- Adjunct faculty can enroll in classes at no cost
- A joint letter from Classified and Academic Senate Presidents to be sent to all staff and faculty
- Keep the student approach friendly
- All students will be entered in the raffle
- Have candy and water available at all hot spots

Kudos to Dean Satele for her leadership in coordinating the Hot Spots campaign.

The calling campaign will begin the evening of 12/6 to enroll continuing students who have not enrolled to date. Ms. Ford suggested asking if the student "missed" the registration card that was mailed. It was also suggested that a campuswide e-mail be sent so that faculty can announce that open enrollment is now available.

Dean Satele distributed the Summary of Funding Allocation Models document. Nine models were listed, Dr. Perri asked for input on which model would be a best fit for Cuyamaca College.

Income Allocation
Task Force Update

Dr. Perri announced that the following reclassifications would be considered by the Governing Board on December 13th:

- Instructional Computer Lab Technician; and
- Instructional Lab Assistant, Intermediate

In addition, Vice Chancellor Lastimado conducted research in the structure of the Administrative Services dean positions, and there will be an item to restructure the Administrative Services and District Business Services, for the following positions:

- Dean of Administrative Services will become Vice President of Administrative Services for Cuyamaca and Grossmont Colleges;
- Senior Director/Controller, District Business Services will become the Associate Vice Chancellor, District Business Services

Funds for the salary increases will come from the reclassification accounts in the general fund.

Ms. Hamlett voiced her concerns with regard to CSEA and justifying the reorganization and realignment of the deans, given the negotiations in the CSEA group.

Meeting adjourned at 3:54 p.m.

Governing Board
Items

Adjournment