DISTRICT BUDGET COMMITTEE

November 20, 2014 Meeting Minutes

Present: John Thompson, Jorge Escobar, Peter Fitzsimmons, Henry Gee, Corinne Salazar, Steven Graham, Barbara Hanfling, Dan Hawkins, Lauren McKee, Mark Newton, Doug Smith, Sandra Gonzalez, David Yancey

Absent: Robert Brown, Anthony DiSilvestre, Mark Gonzalez, Fabio Gonzalez, Carlos Marques, Jan Tomisaka

Also Present: Sherri Brusseau, Tamela Hawley, Kim Garcia, Takeo Kubo, Deanna Herrera, Fareha Bakre

Call to Order – The meeting was called to order at 3:50 p.m.

1) Approval of Agenda – M/S/P; Ayes-13, Opposed-0, Abstentions-, Absent-

2) Approval of October 30, 2014 Minutes – M/S/P; Ayes-15, Opposed-0, Abstentions-1, Absent-1

The October 30, 2014 minutes were approved as submitted.

3) Financial Aid Disbursements

Mr. Escobar and Mr. Kubo provided a presentation relative to Financial Aid Disbursements.

Mr. Newton redefined the question asked at the 10/30/14 meeting; why are Evergreen Valley College students receiving more financial aid funding than San Jose City College students?

Mr. Escobar and Mr. Kubo explained that EVC enrolled a higher percentage of students under the age of 24 at 49.15% (SJCC at 40.76%) and of that, 6% are eligible for Pell Grants compared to SJCC. Additionally fewer students have completed the FASFA at SJCC compared to EVC.

Mr. Yancey questioned what steps are needed to increase FASFA awareness to the SJCC student body. Mr. Escobar and Mr. Kubo responded that they are moving towards additional outreach programs and are currently reviewing options with SJCC VP of Student Affairs, Dr. Burns.
Mr. Gee noted that only approximately 3% of the student population applied for financial aid. Additionally, students are receiving FASFA and Pell Grant information, support and direction at the high school level.

Ms. McKee commented that EVC has more support in the Financial Aid Department than SJCC and suggests that funds be provided to hire a director-level person in order to better serve students.

4) Adjunct Budgets

Mr. Fitzsimmons reviewed the Fund 10 Budget Analysis illustrating that while the adjunct budget line items end in the red, the organization as a whole (all budget line items) end in the black.

Ms. McKee voiced concern over the larger problem that each year adjunct budgets are not sufficiently funded, which creates a shortage in campus positions throughout the year. Ms. McKee suggested that the District fund the adjunct budget based on the previous year’s expenditures.

Mr. Smith noted that to budget based upon the previous year’s expenses would cost approximately $1 to 2 million and come at the cost of multiple opportunities that are unknown at the time that the budget is approved.

Mr. Yancey noted that in review of the last two columns of the report, there was essentially a $2 million deficit, however we still ended with $600k in the black, thus showing an approximate $2.6 million to move around; Mr. Yancey stated that this is a lot of money that is not being accounted for and suggests moving towards a more true budget.

Ms. Hanfling mentioned that she plans to meet with each campus President to review the findings.

Mr. Escobar noted we need to look at different perspectives, as when only looking at the deficits a perspective is lost. For example when looking at the Adjunct Budgets compared to the District Budget, though the expenditure negatives are increasing, the Adjunct proportions are also increasing proportionately.

Ms. Hanfling noted that numbers are increasing because there are fewer full-time Adjunct employees, whereas full-time instructor numbers have decreased. Ms. Garcia noted that the number of full-time instructors has only decreased by 5 since 2010.

Ms. Hanfling requested that the District Budget Committee receive this Adjunct Budget report at the end of each year.
5) **Board Initiatives Summary**

Mr. Smith reviewed the summary identifying the sections and the funding resources stating that the purpose of this report was to create a comprehensive review of each area served and to distinguish direct and indirect reports, district-wide.

Mr. Newton questioned why Custodians are listed in the Student Success Appropriation instead of the Redesign Appropriation. Ms. Hanfling added that we were at 51.1% of the 50% law for FY13-14. She noted that this does not look good to the public and as we move forward it would behoove us to add money to our adjunct budget and instructional support staff.

Mr. Smith noted that the Board of Trustees will receive a 50% Law tutorial in one of the upcoming meetings.

Mr. Newton noted the lack of any faculty member positions listed in the Student Success Appropriation.

6) **District Budget Committee Charge**

Mr. Smith reviewed the District Budget Committee Charge and posed the question of “who are the voting members?” Ms. McKee noted that there are currently 3 Administrators which are non-voting members, while MSC has only two voting members, but has yet to have the opportunity to add additional voting members.

The committee collectively agreed to update bullet #2 to include property taxes.

Mr. Smith noted the original point in the committee’s request to review this Charge was to determine if we are fulfilling our role relative to campus budgets. Mr. Smith also noted that the committee’s hope is that each campus has a similar charge that correlates with the District Budget Committee Charge.

The committee collectively agreed to remove any reference to the letter “P” referring to Planning in the Charge.

Mr. Gee shared EVC’s Campus Budget Committee process pointing out the different groups represented (classified staff/students/academic senate) and the schedule of regular meetings held on the 2nd and 4th Wednesday of each month, with agendas being sent out within 48 hours of each meeting date.

Mr. Escobar shared that SJCC’s Campus Finance Committee also meets regularly and delivers recommendations to the campus President.
Ms. Hanfling identified the lack of District representation on the Campus committees. Mr. Escobar noted that these meetings are open to the public and all are welcome to attend.

Mr. Escobar and Mr. Gee agreed to provide each campus budget committee charge to the District Budget Committee meeting at the next District Budget Committee session.

7) **Student Success & Support Program FY14-15 Budget**  
The committee collectively agreed to move this item to the next District Budget Committee meeting.

8) **Cadillac Tax**

Ms. Garcia reviewed the 2018 Affordable Care Act for single coverage and family coverage that will be subject to the tax.

Mr. Smith noted that these calculations are an extrapolation that will be updated as changes occur.

9) **Future Meetings**

Mr. Smith announced that the next District Budget Committee Meeting will be held on Thursday, December 11th at San Jose City College in room T-112 (WI) from 3:00 p.m. to 5:00 p.m.

The meeting was adjourned at 5:20 p.m.