

Coast Community College District
District Budget Advisory Committee
July 17, 2009, 1:00 – 3:00 p.m.
Meeting Summary

The District Budget Advisory Committee Meeting was called to order by **Interim Chancellor Currie** at 1:00 p.m. in the District Board Room. Committee members in attendance were:

1. Minal Ajbani, Classified Representative, CCC
2. Eduardo Arismendi-Pardi, Academic Senate President, Orange Coast College
3. Cheryl Babler, Acting President, CCC
4. C.M. Brahmbhatt, Vice Chancellor, Administrative Services, District
5. Wes Bryan, President, GWC
6. Susana Castellanos-Gaona, Classified Representative, GWC
7. Ding-Jo Currie, Interim Chancellor, District
8. Rodney Foster, Faculty Representative, OCC
9. Lee Fuller, Student Representative, CCC
10. Raine Hambly, Classified Representative, District
11. Helen Hawthorne, Student Representative, OCC
12. Nancy Jones, Faculty Representative, CCC
13. Judi Lagerlof, Classified Representative, OCC
14. Dean Mancina, CFE Representative, OCC
15. Michael Mandelkern, CDMA Representative, OCC
16. Kevin McElroy, Vice President, Administrative Services, CCC
17. Rich Pagel, Vice President, Administrative Services, OCC
18. Norma Pollaro, Confidential's Representative, GWC
19. Diane Restelli, Faculty Representative, GWC
20. Cheryl Stewart, Faculty Representative, CCC
21. Denise Whittaker, Interim President, Orange Coast College
22. Danny Wojciechowski, CFCE Representative, OCC

Interim Chancellor Ding-Jo Currie welcomed committee members and called the meeting to order at 1:00 p.m.

President's Community College Proposal

Dr. Currie distributed a one-page document containing four key points from **President Barack Obama's** unprecedented community college proposal, which is a ten-year plan. **Dr. Currie** stated that we must take advantage of this opportunity to match the President's vision for community colleges. She further noted that Coast received \$500,000 from the federal stimulus package, and was the only community college in Orange County to receive stimulus funds. **Dr. Currie** expressed her hope that Coast will also lead the way to receive significant funds from the **President's** community college proposal, and asked all to advocate among their constituents. The **President's** plan was unveiled on July 14, and our **Board of Trustees** took quick action to adopt a resolution on July 15 in recognition of the **President's** initiative. **Mr. C.M. Brahmbhatt** noted that existing facility projects will be examined to identify those that are ready to move forward, in order to utilize funding from the facility portion of the **President's** proposal. To date, Measure C funds have provided significant improvement of our infrastructure.

State Budget Update

Mr. Brahmbhatt reported that there is little new information to report on the state budget at this time. The state will be out of cash by the end of July, and has issued more than \$1 billion in IOUs. Coast will not receive IOUs for general purpose apportionment funds, but may receive IOUs for other areas, such as grants. **Dr. Currie** shared that the District has adequate cash flow for four months, and our line of credit with the county is good through December, when the property tax revenue comes in. In response to an inquiry from Coastline Academic Senate President **Nancy Jones** requesting clarification of legislators' discussions to withhold Proposition 98 funds, **Mr. Brahmbhatt** replied that this is the most difficult issue in the budget debate. If Proposition 98 funds are withheld from the state's 2009-10 budget, there is significant concern within the educational community that funding may not be available in future years. The Governor and legislators can suspend Property 98 funding but they cannot withhold funds. The **Governor** needs authority from the voters before making any decision regarding Proposition 98, and budget discussions in the legislature are currently at a stalemate.

District Budget Advisory Committee Charge and Budget Planning Process

Dr. Currie addressed previous discussions concerning the purpose of this body. She noted that when Committee composition was originally discussed during a February Chancellor's Cabinet meeting, it was suggested that representatives from the campus Planning and Budget committees be connected with the District budget committee, and that the Committee serve as an advisory body to provide key district fiscal and budgetary recommendations to the Chancellor, who, in turn, will consider and forward them to the **Board of Trustees**.

Dr. Currie distributed a handout containing suggested charges and responsibilities for review and consideration, as listed below.

- Recommend broad financial principles and policies
- Advocate budgetary transparency, efficiency, and effectiveness
- Monitor and improve budgetary processes and models
- Review and recommend specific District goals pertaining to state regulatory fiscal mandates
- Review financial reports
- Review and recommend budgetary timelines
- Participate in Board budget study sessions and budget workshop presentations
- Engage in annual District budget planning
- Recommend investment and resource allocation decisions

Dr. Currie reviewed and discussed each bulleted item on the handout and requested feedback and additions. Recommendations included clarity of verbiage on bullet number four to include both federal and state mandates; strategizing to receive the maximum state apportionment to the District; coordination of SB 361 between the District Budget Advisory Committee, which is on the budget side of the house to establish targets, and the Enrollment Management Team, which is on the income side of the house/implementation phase; and consider maximum utilization of existing resources. Coastline Community College Academic Senate President **Cheryl Stewart** addressed the need to allow ample opportunity for constituent feedback when establishing future timelines for this body. **Dr. Currie** stated that she and **Mr. Brahmbhatt** would present a timeline in the fall and request Committee feedback. **Dr. Currie** emphasized the value of memorializing the planning process not only for this group but other college/District processes, such as the Academic Senate participatory process. Orange Coast College Academic Senate President **Eduardo Arismendi-Pardi** suggested that the flowchart for the Senate process include reference to the March 2008 joint presentation on participatory governance at the District by **Mark Wade Lieu**, President of the Statewide Academic Senate and **Scott Lay**, CCLC Chief Executive Officer.

DBAC Membership

Dr. Currie reminded Committee members that a representative from the Confidential employees was added as an additional constituency group to this body at the last meeting. There had also been a suggestion to add the Academic Senate Presidents at the last meeting, which was also advocated for during the Chancellor's Cabinet meeting. Currently, two of the three Senate Presidents serve on the District Budget Advisory Committee as representatives of the campus budget and planning committees. **Dr. Currie** advised that she invited the remaining Senate President to join this body, and asked the two Senators who serve as planning and budget representatives to find an additional representative from campus to serve in that role, as they will now represent the Senate.

Ann Holliday requested that Committee agendas, meeting notes, and meeting dates be widely circulated so interested staff and community members would have ready access to the information. **Dr. Currie** indicated that these would be included on the District website, and that she would discuss the issue of a master calendar with District Director of Public Affairs, Marketing and Government Relations **Martha Parham**.

Categorical Programs

Mr. Brahmbhatt distributed a handout addressing categorical programs cuts and informed that the categorical programs are shouldering a larger proportion of cuts in the state budget than general fund cuts. Originally identified as a 57 percent cut, then a 62 percent cut, the most current information from state legislators indicates a 16 percent cut for some categorical programs and a 32 percent cut for other programs, as well as the elimination of two programs. District staff has held three meetings with categorical program staff to understand their difficulties and identify how the District can assist with the least amount of student disruption for 2009-10. The District has determined that all categorical programs will only take a 16 percent cut for 2009-10, and the District will backfill the funds on a one-time only basis. This action will protect all contract categorical staff in all categorical programs for 2009-10. For 2008-09, the District already told categorical staff to close their books and if the state budget cuts materialize as reported, the District will not ask the categorical programs to take those cuts. **Mr. Brahmbhatt** clarified that part-time parity funds, which are not categorical program funds, are looking at a 32 percent cut for 2009-10. He further added that there is flexible language that provides for movement of funds between matriculation, transfer and articulation, and parity, provided the Board of Trustees holds a public hearing in advance. **Mr. Brahmbhatt** noted that the District Budget Advisory Committee will meet again prior to the August 17 Board of Trustees' workshop, when the final budget will be delivered. **Dr. Currie** emphasized the significant commitment from the District to make this difficult situation as smooth and painless as possible for the categorical programs. **Dr. Currie** further noted that the District will not arbitrarily take money away from part-time parity funds to use for other areas. In response to a question from Coastline's Vice President of Administrative Services **Kevin McElroy** concerning our sister institutions in Orange County, **Mr. Brahmbhatt** advised that **South Orange County CCD** is a basic aid district and not impacted as much as non-basic aid districts, and both **Rancho Santiago** and **North Orange Community College Districts** have passed on all budget cuts to their categorical programs.

Final Budget Workshop Presentation – Last Year's Presentation

In preparation for the August 17 **Board of Trustees'** Budget Study Session, a list of 2009/10 proposed budget workshop presentation topics was distributed, as well as a copy of last year's adopted budget presentation. **Mr. Brahmbhatt** advised that there are two budget workshops each year. In March, the workshop includes data that compares our District with other districts in several categories, such as salaries and benefits, the 50 percent rule, etc. This data is not available in time for the fall budget workshop. The fall budget workshop occurs in August or

September and includes a presentation of the District's adopted budget, which identifies year-end figures. **Dr. Currie** reviewed and discussed the proposed presentation topics and sought ideas from the Committee to enhance the understanding and meaningfulness of the budget information presented to the Board, constituents, and community. The primary objective of the presentation is to provide the information in such a way that the **Board of Trustees** will have a comprehensive understanding of the budget. **Dr. Currie** also noted that a separate report will be prepared by the college presidents to reflect campus cuts, and will be presented to **Trustees** on August 17.

Dr. Currie asked for volunteers to be a part of the budget study session planning team and help with the August 17 budget presentation. Volunteers included **Eduardo Arismendi-Pardi**, **Rodney Foster**, **Lee Fuller**, **Raine Hambly**, and **Cheryl Stewart**.

It was agreed that the full District Budget Advisory Committee would meet again on Tuesday, August 11, from 1:00-3:00 p.m. in the District Board of Trustees' Room.

Dr. Currie thanked Committee members for their service and adjourned the meeting at 2:45 pm.