

Coast Community College District
District Budget Advisory Committee
August 11, 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. C.M. Brahmbhatt, Vice Chancellor, Administrative Services, District
3. Ding-Jo Currie, Interim Chancellor, District
4. Lee Fuller, Student Representative, CCC
5. Raine Hambly, Classified Representative, District
6. Helen Hawthorne, Student Representative, OCC
7. Janet Houlihan, Vice President, Administrative Services, GWC
8. Nancy Jones, Faculty Representative, CCC
9. Neal Kelsey *representing* Susana Castellanos-Gaona, Classified Representative, GWC
10. Dean Mancina, CFE Representative, OCC
11. Kevin McElroy, Vice President, Administrative Services, CCC
12. Rich Pagel, Vice President, Administrative Services, OCC
13. Norma Pollaro, Confidentials' Representative, GWC
14. Terry Speakman *representing* Diane Restelli, Faculty Representative, GWC
15. Denise Whittaker, Interim President, Orange Coast College
16. Danny Wojciechowski, CFCE Representative, OCC

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

Budget Update

Mr. Brahmbhatt stated that all 72 community college districts within the state are facing budget-reduction challenges and, as a district, we must find ways to manage our financial situation. He explained that the UC and CSU systems received a larger proportional budget cut from the state; however, he noted that they have more authority to determine the students they serve and the amount of student fees they charge. It is expected that students unable to enroll in cancelled classes at CSU will enroll at the community colleges.

Dr. Currie added that we had significant unfunded FTES of over 1,200 for 2008-09, with projected unfunded FTES of 500-700 for 2009-10. Summer classes have been greatly reduced to minimize significant cuts to fall and spring course offerings. **Dr. Currie** emphasized the need to solicit input from students about the proposed suspension of intersession classes so they understand that classes that would have been offered during intersession will be moved to the second half of the fall and spring semesters. **Mr. Brahmbhatt** distributed a Workload Adjustment Memo from **System Office Vice Chancellor Erik Skinner** and stated that an adjustment to workload measurements will be devastating to our educational infrastructure. Without the ability to count on a solid base, planning will be significantly more challenging.

Budget Presentation

Dr. Currie distributed a draft presentation of the proposed 2009-10 adopted budget and thanked those who volunteered to assist with the presentation at the August 17, 2009 Board

of Trustees' Budget Study Session. **Dr. Currie** reviewed and discussed each slide of the presentation, soliciting input during the process. **Dr. Currie** stated that we must take proactive action to get ourselves out of deficit spending, stressed the importance of having a plan that drives the budget, and to revisit the guiding budget principles on a regular basis. She also expressed her desire to review the process utilized through the formation of the District Budget Advisory Committee in the fall, and finalize the charge of the committee. **Dr. Currie** also noted that the budget presentation this year would include historical information about the 50 percent law, which states that at least 50 percent of expenditures must be spent on instructional costs. In 2008-09, Coast reported a figure of 50.06 percent, which was the lowest it has ever been. **Mr. Brahmhatt** explained that significant funds had to be spent on the Banner software system, which impacted the ratio of expenses. Less money was spent in other areas this year, which may help the 50 percent ratio. **Dr. Currie** added that compliance with the 50 percent law may not be calculable at any given moment, however, as fiduciary agents, consideration to put more money into instruction must be considered when major expenditure shifts occur. **Dr. Currie** acknowledged instructional deans, department chairs and faculty who worked to increase productivity and cost effectiveness of class offerings, while placing more students into classes. **Mr. Brahmhatt** reported that additional details released from the Governor and state legislators reflect greater shortfalls than originally proposed, and they are reflected in the budget presentation. He reported that the Department of Finance will determine the final amount of the federal stimulus package; however, there is not a great deal of confidence that community colleges will receive much of it. The District's reserve, a portion of which was used to balance the 2009-10 budget, will be reduced to zero in 2010-11. The District will also be looking at an additional cost of \$1.5 million in 2010-11 if all categorical program cuts remain and full-time staff are preserved. **Dr. Currie** asked Interim Associate Vice Chancellor **John Breihan** to meet with categorical program staff at all three colleges to examine how they can work together to mitigate the impact to students on a district-wide basis. Upon the conclusion of the budget presentation, **Dr. Currie** stated that college presidents will have an opportunity to share the processes used to develop campus reductions, the employment positions that will be impacted by the hiring slowdown, and plans for moving forward. Upon adoption by the Board of Trustees, the budget will be posted on the District's website.

It was agreed by Committee members that the next DBAC meeting would be held on **October 16, 2009, 1:00 – 3:00 p.m., in the District Board Room**, to explore the Committee's mission and charge. The meeting previously scheduled for October 27 was cancelled. Volunteers who offered to assist with the August 17 budget presentation will meet in **Dr. Currie's** office prior to the presentation, from 4:00 – 5:00 p.m.

Dr. Currie further noted that there may be new members on the campus Planning and Budget Committees at the start of the new academic year, and asked that any new representatives to this Committee from campus Planning & Budget Committees be reported to Nancy Sprague.

The meeting adjourned at 2:56 p.m.