

Draft



SANTA ROSA JUNIOR COLLEGE

BUDGET ADVISORY COMMITTEE

Minutes

Tuesday, January 27, 2004

Senate Chambers, 2:30 to 4:30 p.m.

The meeting was called to order by Ron Root (Co-Chair).

Members present: Barbara Croteau, Ted Crowell, Bob Flores, John Fritschen, Blake Hritz, Michael Ludder, Maryanne Michaels, Tatjana Omrcen, Cole Perry, Andrea Proehl, Norberto Quiroz, Chuck Robbins, Ron Root, Wende Wahl,

Members absent: Stephanie Thompson, Kory White

Also present: Kris Abrahamson, Dr. Agrella, Kathleen Bradbury, Eileen Cichocki, Kat Lewis, Susan St. Clair.

Introduction of Members

Ron Root introduced the newest member of the committee, Blake Hritz, student representative.

1. Approval of Minutes

The minutes from the committee's November 25, 2003 meeting were approved as presented after a brief discussion resulting from Cole Perry's remark that the minutes failed to include his comment regarding competition among components during the consideration of item #6--Accreditation Report Follow-up.

2. Board Resolutions on Propositions 55 and 56

Ron Root reviewed the Board of Trustees item regarding Propositions 55 (The Kindergarten-University Public Education Facilities Bond Act of 2004) and 56 (The Budget Accountability Act). Ron summarized the Trustees' vote: unanimously in favor of the resolution regarding Proposition 55; denied the resolution regarding Proposition 56 with 2 ayes, 4 noes, and 2 absent.

3. Non-Resident Tuition

Ron Root reviewed the draft Board of Trustees item concerning a recommendation to adopt a 2004/05 non-resident tuition rate of \$177 per semester unit, and an additional \$29 per semester unit (for foreign students) for capital outlay. This recommendation involves a \$6/unit increase in non-resident tuition and a \$9/unit increase for capital outlay. If the recommendation is adopted, Ron estimated the non-resident tuition fee will total \$949,000 and the capital outlay fee will total \$87,000 annually.

When Chuck Robbins asked if the capital outlay fee goes directly to the district, Ron Root replied that the district does not earn apportionment for non-resident and international enrollment and those fees come directly to the district.

Norberto Quiroz expressed concern about the fees as they apply to individuals who cannot provide appropriate residency documentation and want to enroll in a six-unit ESL grammar class.

There was some discussion regarding the statute whereby a district can waive the incremental non-resident fee for 10% of the non-resident students.

When asked about the total number of foreign students attending SRJC, Eileen replied that although Kim Hunt had not received the current numbers, Kim estimated 106 foreign students. Bob Flores thought this total is low.

4. Governor's 2004/05 Budget Recommendations

Eileen Cichocki reviewed a group of handouts involving the governor's 2004/05 budget recommendations, stating that, on January 9, 2004, the governor released his proposal which calls for no mid-year cuts this year, and a proposed 3% growth for 2004/05 with \$80,000,000 allocated for equalization, a \$26/unit enrollment fee, and a \$50/unit BA differential. Certain programs such as Partnership for Excellence, Matriculation, Part-time Faculty Health Insurance, Part-time Faculty Compensation, and Part-time Faculty Office Hours would fold into General Apportionment. Other programs will be combined into block grants, such as EOPS and CARE, and California Virtual University and TTIP.

Eileen also said that although COLA was not originally included in the proposal, a COLA figure of 1.84% was announced during the January budget workshop in Sacramento. This figure has not been put in writing yet.

Ron Root began an overview of SRJC's 2004/05 budget outlook by stating that there is a structural deficit of \$3.2 million carried over from 2003/04. With the PERS rate increase to 12.2%, the health benefit premium increase, and step movements, expenditures increase by \$2 million bringing the 2004/05 structural deficit to \$5.2 million. He continued by saying 2004/05 revenue enhancements include \$1.6 million in equalization, but no growth revenue. Combining the revenue enhancements with proposed expenditure reductions including sabbatical deferral, anticipated additional vacancies, and rental savings, brings the 2004/05 estimated total remaining deficit to \$2.52 million. If the potential 1.84% COLA is added, the estimated total possible deficit would be \$1.27 million for 2004/05.

There was a discussion regarding the difficulty in developing enrollment projections with some of the variables such as the increased enrollment fee and \$50 BA differential.

Norberto Quiroz said that if the CSU system has an admissions restriction requiring that students be transfer-ready, students may be coming back to community colleges for math and English. Norberto will follow up with Roberta Delgado, in the Transfer Center, and discuss a transfer-ready requirement at the CSU level and its impact on SRJC.

5. Standard 3 – Link Planning and Budgeting

Kris Abrahamson distributed a handout illustrating SRJC's planning cycle. She said the connection between budgeting and planning has become stronger during the last several years. Ron Root noted that a timeline, or dates, should be indicated for each of the eight steps listed for the planning cycle.

During a discussion regarding trend analysis focusing on declining enrollment in certain classes, Kris stated the Program Profiles function as a program review and the deans are working with department chairs to refine and strengthen this process of program review. Tatjana Omrcen said a tighter link between Program Profiles and the budget would be beneficial. Ron Root would like the committee members to see a Program Profile and asked Tatjana to bring one to the next meeting.

The committee discussed the need to evaluate outcomes, and it was suggested that there is not sufficient time to assess the outcomes before moving on to the next planning cycle. A three-year cycle was mentioned where the first year is devoted to planning/development, the second year is used for implementation, and evaluation of outcomes occurs in the third year. Kris pointed out that vocational programs have a mandatory two-year program review.

Chuck Robbins mentioned that budgeting is not listed at all on the first sheet of the planning cycle handout. Kris responded and reviewed the second sheet with a grid listing the processes by which budget priorities are established. Ron Root said that allocation of resources usually happens for two reasons: as a result of planning, or due to environmental circumstances at the moment including State law. He added that decisions made at the state level have a huge impact on SRJC's mission.

During a discussion about the classified staffing process as compared with the faculty staffing process, a statement was made that both classified and faculty staffing processes do not examine program needs. Cole Perry asked about creating a direct linkage by examining the enrollment and determining which programs are fully impacted. Ron Root said the district can look at outcomes such as class enrollments and allocate resources based on productivity, but a great difficulty lies in measuring outcomes for non-instructional, support departments. Wende Wahl replied that the amount of students an office is serving could be used as a measure. Barbara Croteau said that the next round of cuts may be deep and the college needs to closely examine program planning in order to best use its resources.

The committee agreed to defer agenda items 6 and 7 to its next meeting.

The meeting adjourned at 4:25 p.m.

The next meeting will be held on Tuesday, February 24, 2004, at 2:30 p.m., in the Senate Chambers.