

# Draft



## SANTA ROSA JUNIOR COLLEGE

### BUDGET ADVISORY COMMITTEE

#### Minutes

Tuesday, October 22, 2002

Senate Chambers, 2:30 p.m.

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

**Members present:** Russ Bowden, Barbara Croteau (Co-Chair), Ted Crowell, Bob Flores, Micca Gray, Maryanne Michaels, Joe Morello, Cole Perry, Ron Root, Deborah Sweitzer.

**Members absent:** Andrew Dolcini, Peg Goebel, Jamey Ransford, Ed Sikes, Sandi Tassano.

**Also present:** KC Boatsman, Bea Griffiths, Kathi Bradbury, Eileen Cichocki, Kat Lewis, Susan St. Clair.

Ron Root announced that this meeting would be brief because of other commitments relating to the accreditation process. With this in mind, Ron asked that the committee hold agenda item no. 4—discussion on strategies for budget retrenchment—until next meeting.

#### 1. Approval of Minutes—September 24, 2002

The minutes from the committee's September 24, 2002 meeting were approved as submitted.

#### 2. Fact Book Review

KC Boatsman explained that the purpose of the SRJC Fact Book is to provide data and information to be used for cross-campus planning, and serve as a PR device to increase awareness of specific issues and conditions. She reviewed the Financial and Capital Outlay section.

During a discussion about unrestricted funds, and funds restricted locally and by the State, it was agreed that staff would bring to the committee's next meeting a fund breakout.

When Micca Gray asked about the \$2,987,142 in operating transfers out during FY 2001 (on page F-6), staff agreed to bring to the committee's next meeting a listing of what comprises this total.

Eileen Cichocki requested that the fiscal-year column labels in the Fact Book have the full notation (e.g., 2001/02, rather than 2002).

A discussion followed in response to KC Boatman's question about the type of information the committee would like included in the Fact Book. Russ Bowden suggested that the book include the percentage spent on the various categories (salaries, supplies, etc.) over a period of time. When Deborah Sweitzer requested that the book include information such as the number of course hours and average section enrollment over time, Ron Root responded that the President's Report on SRJC's Fiscal Stability includes average class size by location, and KC added that on page E-19, the Fact Book has information regarding average class size by location. Barbara Croteau suggested the Fact Book include data regarding what it costs the college to educate students in specific programs. Russ Bowden recommended that the book give financial information regarding support services as expressed as a percentage of total district costs over a period of years to aid in the assessment of support services. Deborah Sweitzer is interested in including financial data to show expenditures broken out by time blocks (i.e., day session, evening session, weekend session), stating that some faculty who are asked to teach during evenings and weekends perceive a lack of support services during those times. Ron Root indicated that the Fact Book should not be driven by needs solely associated with the collective bargaining process. He pointed out that this committee, the StEP committee, and other committees can gather this data and it does not necessarily need to be included in the Fact Book.

KC Boatsman asked as the committee continues to consider what it would like included in the Fact Book, that it forward the requests to her.

When Deborah Sweitzer asked what type of data would be needed to contemplate a three-semester year, KC indicated that enrollment and salary data would certainly be needed.

KC told the committee that next year's Fact Book will also include data for spring and summer terms, as well as fall.

### **3. Bond Update**

During Ron Root's update on the bond process, he pointed out that Proposition 47 is scheduled for the November 5 ballot and this proposition has a huge impact on SRJC's ability to proceed in a timely manner with the Learning Resource Center, the remodel of Plover, and the next phase of the Petaluma campus. He added that if Prop. 47 fails, then it might be two years before the next ballot opportunity.

Ron informed the committee that the Board will consider at its November meeting the authorization of the bond sale. If approved, then the item will be considered by Sonoma County Board of Supervisors since that body ultimately authorizes the sale of bonds. The intent is to begin selling the bonds near the end of November, or early December.

The meeting adjourned at 3:25 p.m.

**Next Regular Meeting: Friday, November 8, 2002, 9:00 a.m. - Senate Chambers**