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SANTA ROSA JUNIOR COLLEGE

BUDGET ADVISORY COMMITTEE

Minutes

Tuesday, November 28, 2006
Senate Chambers, 2:30 to 4:30 p.m.

The meeting was called to order by Michael Beebe (Co-Chair).

Members present: Michael Beebe, Kerry Campbell-Price, Barbara Croteau, Ted Crowell, Ken Fiori, Micca Gray, Kate Jolley, Doug Kuula, Michael Ludder, Anthony Maparara, Maryanne Michaels, Ron Myers, Cole Perry, Mary Kay Rudolph, Stephanie Thompson

Also present: Linda Close, Kat Lewis, Ricardo Navarrette, Freyja Pereira, Susan St. Clair

1. Enrollment Issues

Ricardo Navarrette explained the situation regarding inflated enrollment figures due to “no show” students who should have been dropped from the temporary class rosters before the first census count. He continued by saying that when this type of audit was last performed for 2002/03, it did not result in a citation—something may have changed in the meantime. The Admissions and Records Department staff are auditing each individual roster from 2005/06, as well as the current fall semester. The department is conducting the audit to see the scope of this situation, and to prepare for a possible appeal to the Chancellor’s Office, since there will be a re-tabulation of the FTES count for last year which establishes a new base for this year.

Freyja Pereira told the committee that A&R has re-issued temporary class rosters to faculty who have not yet submitted the rosters. And for the future, the department is working on the developing a system to include a census roster that will be issued closer to the first census date. Also the staff are working with faculty to facilitate access to up-to-date roster information directly from the SRJC Lookup Web pages.

Ricardo said that many of the class sections are taught by adjunct instructors, and solutions to the enrollment accounting issue need to include the best way(s) to communicate and disseminate enrollment information to all faculty, including adjuncts.

With one credit FTES equivalent to about \$4,200, a 1% change in enrollment amounts to about \$900,000. Michael Beebe stated that there is some question as to whether the auditors' extrapolation of the enrollment statistics was conducted properly. There will be further discussion with the auditors to discuss the methodology. Michael continued by saying that if the count results in enrollment below 20,000, then the district would lose \$1 million in revenue, based on the SB 361 formula.

During a discussion about enrollment strategies for Spring 2007, Michael Beebe said that if we knew that enrollments would drop below 20,000, the district would likely want to cut sections due to the economics; however, if the enrollments did not dip below 20,000, the district would want to fund more sections in Spring 2007 in order to capture growth. He also said that the current base, although inflated, is 20,232 FTES, and the auditors estimate enrollment inflation at about 800 FTES. The district's own research indicates an inflation closer to about 500 FTES.

2. 2007/08 COLA Update

Michael Beebe said the State had been indicating approximately 4.5% COLA for next year; however, it will likely be lower, under 4%.

3. Linkage Task Force Update

Barbara Croteau gave some background regarding Standard 3 from the 2002 Accreditation Report which cited the need to establish a link between the budget and planning process, and how the district allocates resources. She also distributed proposed forms and back-up documents for the committee's information regarding the annual program review, as well as the comprehensive, three-year review.

There was a discussion about the proposed roster for a combined committee, Integrated Planning and Budget Committee, which would be a subcommittee of IPC. Some people thought that the roster was a little heavy with administrators and suggested a committee composition of four faculty, four classified, and eight administrators. Maryanne Michaels expressed interest in having student representation on this committee.

During a discussion regarding on-going programs and proposed programs—on-going infrastructure vs. new initiatives—the committee members pointed out that there is a need to fund replacements for what the district already has, in addition to funding new programs.

As the committee considered whether it would hold a meeting in December, Michael Beebe said if there is updated news relating to the budget, he would call a meeting, otherwise the committee would meet at its regularly scheduled meeting on January 23, 2007, from 2:30 to 4:30 p.m.

The meeting adjourned at 4:37 p.m.