



PLANNING AND BUDGET STEERING COMMITTEE

Summary Meeting Notes

April 3, 2019

APPROVED May 15, 2019

Members Present: **Co-Chairs:** Rod Garcia, Carlos Ayon; **Management Reps:** Richard Hartmann; **Faculty Reps:** Marcus Wilson, Kim Orlijan; **Classified Reps:** Nichole Crockrom, Monica Hagmaier; **Student Rep:** Alejandro Cervantes; **Resource Members:** Gil Contreras, Vivian Gaytan, Melisa McLellan; **Members Absent:** Cyndi Grein, Hannah Avalos.

The meeting commenced at 2:04 p.m.

Carlos Ayon introduced the new Student Representative Alejandro Cervantes that replaced Trenton Schamberger.

I. Approval of Meeting Notes: The March 6, 2019 Summary Meeting Notes were unanimously approved by a motion from Marcus Wilson, and seconded by Richard Hartmann; all were in favor.

II. District One-time Funds: President Schulz distributed a two-page handout, an excerpt of numbered pages 78 and 79 from the Fiscal and Staffing Update Report, dated February 6, 2019, which identifies a draft recommendation for allocating District one-time funding to all budget centers. This information will be presented at the next PAC meeting on April 10, 2019. It has been shared at CBF and DCC (Council on Budget & Facilities and District Consultation Council) and from there this page became a topic of discussion. Chancellor's Staff initiated the discussion in that aside from ongoing revenue we have one-time funds available due to a surge in funds as a result of the summer shift. We are in a unique position as we are in year one of a three-year hold harmless period with regard to the new funding formula. Non-shaded figures represent amounts transferred as an initial allocation to Fullerton College (and the other Budget Centers). These funds may carry over to the following year. The shaded figures are recent suggestions and have not been recommended for approval as more discussion is needed.

The current budget model does not provide enough funding for Extended Day so we tap into the campus carryover and contingency funds. On the table, the Extended Day Supplement line item at \$1.5 M will help to cover adjunct faculty and overload costs. The next line item Operating Allocation Restoration at \$494,334 offers assistance when we are not in stability and receive a reduced allocation from the funding formula as our operating allocation will also be reduced and needed to be supplemented to pay for instructional hourlies and supplies. This figure is based on FTES not generating the needed funds.

Based on two years' worth of resources and data, the figures of \$700,000 for Pathway Support and \$800,000 for Supplemental Instruction will be useful to help mitigate declining enrollment with the Pathway and Promise/Pledge programs. Dual enrollment was allocated \$140,000 to help support that program. In 19/20, the Online Ed led by Darnell Kemp was given \$100,000 to support funding for division reps to take on additional work that is currently being paid by professional experts. The website modifications totaling \$50,000 are to pay for the redesign as the platform we were operating under is at risk for cyber-attack. Most of the work to correct the issue was completed last summer. As for the \$1M (shaded) in campus priorities, the unmet needs far exceed this amount. A district-wide audit for ADA Compliance was conducted and a list of repairs needed to be in compliance was prepared. The \$500,000 (shaded) is to cover some expenses, but won't be enough to cover all expenses. Most figures are for two years covering both FY 17/18 and FY 18/19. All but scheduled maintenance are for two years of activity. Due to a recent decline in property tax revenues, our income from the state may be reduced, and as a result, the figures in the table will need to be reduced/adjusted. Dr. Marshall will be discussing one-time funding at the upcoming CBF meeting as well as a continuing item to discuss. The document is currently a draft.

A question was asked, if there is available funding for unfunded Program Review Resource Requests, and the answer from Dr. Schulz is yes, the funding would come from the campus priorities funding. Another question was asked, can one-time funds be used for Instructional Equipment (IE) and if so, how decided. Rod replied that the PBSC would determine which resources would be funded after identifying if contingency funds are available. Once the books are closed, we will identify how much money is available in carryover, and from there, how much can we afford to allocate in Fall 2019.

A question was raised that when the three-year stability funding ends, the District revenue may drop, and so will our cash allocation, so how will we pay for non-instructional managers. The reply was that a drop in our operating allocation affects IE, supplies, equipment, hourlies, but not permanent positions, so we could cash in and augment the budget through the buy/sell of positions or grow through enrollment. The Pathways will help generate full-time students and FTES.

Greg also distributed a handout related to AB-19 that was prepared by the State Chancellor's Office and will be shared at PAC. Before this program was launched at the campuses, we knew these categorical funds would be coming, but it was never discussed at PAC and the campus never received an allocation of AB-19 funds because they were kept at the District. The program was shared at Chancellor's Staff as an informational update item that we are doing the Pledge and using AB-19 funds. This item should have been shared at DCC.

III. Planning Update: Co-chair Ayon reported that the updated goals and objectives will be shared at Faculty Senate for review and approval. The ACCJC Visiting Team will be at the College for the Follow-up Site Visit on April 11, 2019 with the plan for us to move forward with certification of accreditation. On April 9, the District Strategic Conversation #20 will take place before the board meeting, both to be held at Fullerton College.

The Program Review Committee is in the process of preparing the written summary and resource request list for the Non-Instructional Program Review Cycle.

IV. Budget Update: Co-chair Garcia presented a handout entitled “California Community Colleges 2018-19 First Principal Apportionment for NOCCCD for P-1”, with information just released from the Chancellor’s Office on March 5, 2019. This information was shared at the last DCC meeting. Highlights are shown at the top of the document as it lists the total computational revenue and sources and further down it identifies a \$10M revenue shortfall due to a decline in property tax revenues. There was news that the 3-year hold harmless may be extended. Many discussions will take place between now and June when we adopt the budget. The COLA went down and is now 3.26.

IV. Other / General Discussion: None.

Meeting adjourned at 3:42 pm
Meeting Notes taken by Melisa McLellan
Next Meeting: May 1, 2019