

<u>BC Members</u>
Kevin Broussard
Jesse Cecil
Debbie Dutcher
Nancy Funk
Kent Gross
Eric Houck
Dennis Roberts
Cheryl Rosen
Bart Scott
Connie Warren

**COLLEGE OF THE SISKIYOUS
BUDGET COMMITTEE MEETING**
December 15, 2016
3:30 - 4:30 p.m.

MINUTES

Present: Debbie Dutcher, Nancy Funk, Kevin Broussard, Dennis Roberts, Jessie Cecil, Kent Gross, Eric Houck, Bart Scott

The meeting was called to order at 3:31 p.m.

1. Review of Minutes

MSP (Broussard, Roberts, unanimous) to approve the minutes of November 17, 2016 as presented.

2. Athletic Meal Reimbursements

It appears that most other schools and the Athletic Commission are using \$20 per day for the meal allowance. Nancy suggested in Cabinet that we do not break it down per meal, but allow \$20 per day for meals. Dennis said it would not help much on overnight trips but for day trips it would be beneficial. Kent suggested making it \$25 per day and allowing the flexibility of a per day cost, not a per meal cost. Dennis will work up the effect it would have on the budget based on \$25 per day. The increase should be reflected in the 2017-18 proposed budget.

3. Advertising for Class B Drivers

Dennis should check with Blaine Smith about a class B driver training. Dennis needs to talk to Human Resources and Dawnie about advertising for drivers. This is tabled for the next meeting.

4. Updating Budget Timelines

Nancy provided the timeline with the reflection of the changes suggested at the last meeting. This will go to the Board at the January meeting.

5. Budget to Actuals

There will be some minor changes by the time this goes to the Board. The 5000 category will have changes caused by reimbursements to SFPD, so that percentage is low compared to the other categories. Property taxes will show in December and it will bring numbers up. We are sitting pretty well for this time of year.

6. Audit and Findings for 2015-16

The audit covers more than the financial state of our affairs. It checks State and Federal compliances along with financial health. Out of the five findings, four were Federal compliance problems and one was a State compliance. We received an unmodified rating. One issue had been identified before the audit and we had begun the correction process. Other findings related to a roster for positive attendance and transposed numbers, verification and a late drop student who received a PELL disbursement. If records were checked in a timely manner, these items would not have been flagged during the audit.

7. State Budget Updates

Nothing has been posted as of yet. Nancy is not hearing anything from the Governor's office.

8. Other

- CalPers is considering reducing the assumed rate of return. This could mean a 4% drop in the funded rate. Rates would increase more than the 1.8% that is our current projection. STRS could go up as well if they also look at adjusting the rate of return.
- The November state revenues pulled ahead.
- We have received a letter from SFPD that San Francisco Community College will be taking over the Academy July 1. ACCJC will not rule until February for SFCC's status, but we are planning on their academy leaving the end of the academic year. This will result in a loss of about 570 FTE. We have this spring and summer to try to increase FTES as much as possible to offset this loss. We want to grow this year. This change will reduce our FON by about six. We just need to be aware of this.
- There is a module in Banner for budget development but it has not been used much. We will be testing a self-service module with a few budget managers this spring. Nancy hopes that it will be fully operational for 2018-19 fiscal year.
- We will need to borrow money for the Ellucian project but are delaying the process until we figure out what we need to do. We are trying to keep our debt service the same. Our current debt for the Science Building project will end in September. Our plan is to borrow now but not start payments until next year when the current debt is paid off. Property values are devalued and it does not look like they will ever be valued at what they need to be to issue the remaining General Obligation bonds. Jesse wanted to know if we could reduce the Ellucian project to save money. Nancy said there is a possibility to reduce some hours if we do not need them.
- The forest management plan prohibits putting the soccer field in where it was originally planned. We are looking at lease revenue bonds for expansion of the gym and converting the football field to a soccer/football field. We would borrow \$4 million instead of \$2 million.
- POST approval will take at least one year. They thought we did not need to renovate Life Science because we have sufficient rooms elsewhere on campus.

The meeting was adjourned at 4:30 p.m.

Respectfully submitted,

Lori Luddon