

COLLEGE OF THE SISKIYOU  
**BUDGET COMMITTEE MEETING**

January 19, 2017  
3:30 p.m. – 4:30 p.m.  
DLC - 4

*BC Members*  
Kevin Broussard  
Jesse Cecil  
Debbie Dutcher  
Nancy Funk  
Kent Gross  
Eric Houck  
Dennis Roberts  
Cheryl Rosen  
Connie Warren

**MINUTES**

**Present:** Kevin Broussard, Jesse Cecil, Debbie Dutcher, Nancy Funk (by phone), Kent Gross, Eric Houck, Cheryl Rosen, and Connie Warren.

**Absent:** Dennis Roberts

The meeting was called to order at 3:33 p.m.

**1. Review of Minutes of December 15, 2016**

MSP (Dutcher, Warren, unanimous) to approve the minutes of December 15, 2016 with the following corrections:

- Item 5 – Budget to Actuals
  - In the third sentence change “January” to “December.”
- Item 8 – Other
  - Under the fifth bullet, third sentence add “Building” after “Science.” In the fifth sentence change “GO” to “General Obligation and remove second period at the end of the sentence.
  - Under the sixth bullet, second sentence, “change revenues” to “revenue bond” and insert “of” after “expansion.”
  - Under the seventh bullet, second sentence, change “LS” to “Life Science Building.”
  - Last bullet under change “LS” to “Life Science”

**2. Budget Assumptions**

The 2017-2018 Budget Development Assumptions will be going to the Board of Trustees in February for their approval. Included in this document in section 1.d are the Board’s guidelines as described in their annual goals.

Nancy noted that during Planning Day, it was reported that we would have the total of 2,819 FTES. Since then, we discovered that the last scheduled section of the San Francisco Police Academy for this academic year begins in June and the census date falls after June 30. Consequently, we are unable to count the 125 FTES generated by this class for 2016-2017 thus reducing our total FTES for 2016-2017 to 2,694 as reported in section 1.c. This level of detail will not be included in the Budget Development Assumptions, but Nancy encouraged everyone to explain this change to their constituent groups.

Kent believed section 2.d is incorrectly worded. After discussion, it was agreed upon that the wording would be as follows: The proposed budget will be based on the resident enrollment fee at \$46 per unit, the Oregon Exchange fee at \$138 per unit (as established by the State), the Good Neighbor Oregon Exchange combined rate at \$184 per unit (\$138 plus \$46 enrollment fee) and the combined out-of-state tuition rate at \$280 per unit (\$234 non-resident tuition, as approved by the Board in January 2017, plus \$46 enrollment fee) for 2017-18.

## **2. Budget Assumptions (Cont'd)**

Nancy stated that in section 3.d the percentages for the STRS and PERS contributions have currently been omitted. The committee agreed that the anticipated rates should be included and changed the wording as follows: Budget the full increase in District contribution for STRS and PERS benefits. The current 2016-17 rates are 13.888% for PERS & 12.58% for STRS. The anticipated rates for 2017-18 are 15.8% and 14.43% respectively (subject to change).

Kent noted that not all the categorical programs were listed in section 3.e. After some discussion, it was agreed to change the wording of section 3.e to the following: Budget for the expected funding in all categorical programs and the required matches or maintenance of effort for these programs.

MSP (Broussard, Gross, unanimous) to recommend that we approve the Budget Development Assumptions with the changes noted above and forward to College Council.

## **3. State Budget**

Yesterday, Nancy attended the State budget workshop in Sacramento. Representatives were present from the Department of Finance (Governor's Finance office), the Legislative Analyst's Office (nonpartisan analyst) as well as a District Representative, and Mario Rodriguez, Vice Chancellor – College Finance and Facilities. She commented that there wasn't any new information given than what was presented last week because the trailer bills are not due until February 1. However, there was discussion on the following:

- There is a large sum of money that is reserved for Guided Pathways. The Institutional Effectiveness Partnership Initiative (I.E.P.I) representatives will be offering workshops on this program so that we fully understand what is expected of us. Nancy mentioned that we would need to compete for this funding as there will only be about 50 districts in which this funding will be allocated. The intent of this funding is to focus on student success; however, there should be some flexibility on how each district implements their plans as each district is unique.
- There was a lot of discussion regarding Proposition 98 which is the basis for our State funding. Nancy noted that the UCs and the CSU's receives much more funding per student than community colleges receive. Community colleges have been receiving approximately 10.9 percent of the Proposition 98 funding, but for 2017-2018 we will be receiving a little less.
- Nancy noted that the Legislative Analyst's Office believes that the Governor's revenue projections are too low. They also believe that there will be more revenue in 2016-2017 than what is expected. With this in mind, she is hoping that with the May Revise there will be some one-time monies added into the budget.

**4. Budget to Actuals**

In viewing the Summary of the General Fund Revenues and Expenditures, Kent noted that the actuals are through December 31. Salaries and benefits are tracking about 50 percent and supplies are down a little. December is a good revenue month as we received revenues and property taxes and Proposition 30 and lottery monies. Category 5000 is lagging behind due to the delay in billing by the San Francisco Police Academy. In regards to Categorical programs, we need to add the U.S.D.A. Distance Learning Telemedicine (DLT) Grant funding into the budget. Expenditures for this grant amounted to \$147,000 thus showing that we are 128 percent expended in the Capital Outlay Restricted funding. We received another three million dollars from the Career and Pathways grant which is why revenues are substantially higher in our restricted area.

**5. Athletic Meal Costs**

Due to Dennis Robert's absence, this item is tabled until the next meeting.

**6. Class B Drivers**

Due to Dennis Robert's absence, this item is tabled until the next meeting.

**7. Other**

Nancy will be unable to join us for the next scheduled meeting on Thursday, February 16. Therefore, Kent will be chairing the meeting.

Nancy reported that the PERS employer cost for 2017-2018 was originally estimated as 15.54 percent. However, with the change in assumption the percentage has changed to 15.8. The change in assumption will be over a five-year period. For 2018-2019, instead of 17.10 percent the new percentage will be 18.7. For 2019-2020, instead of 18.6 percent the new percentage will be 21.6. For 2020-2021, we will be at 24.9 percent. Upon Nancy's return, she will email the new PERS Dartboard which contains this information.

Along with the agenda, Nancy emailed to the Budget Committee an article from School Services which she found to be the most comprehensive article on the proposed budget for 2017-2018.

On behalf of the Planning Committee, Eric requested that Nancy provide an update on where we are in the budget development timeline. Nancy indicated that next week she would be emailing the budget managers their budget expenditure reports. This will allow everyone to begin working on their proposed budgets for 2017-2018.

The meeting was adjourned at 4:15 p.m.

Respectfully submitted,

Sheila Grimes