

Committee Co-Chairs

Ken Takeda
Olga Shewfelt

Academic Senate

Ken Lin
Fran Leonard

Administration

Phyllis Braxton
Bob Sprague
Ken Takeda

AFT Classified

Dionne Morrissette
Ashanti Lyles

AFT Faculty

Olga Shewfelt
Vidya Swaminathan

ASO

Matthew McCracken

SEIU 721

Bruce Hicks

Teamsters

Eric Ichon

Planning Comt Liaison

Rebecca Tillberg

President / Guest

Nabil Abu-Ghazaleh

Resources

Rasel Menendez
Hansel Tsai
Helen Lin

Minutes (Draft)

Thursday, November 20, 2014 3:15 PM
Student Services Building, Room 414

Present:

Ken Takeda	Co-Chair, VPAS
Olga Shewfelt	Co-Chair, AFT Faculty
Rebecca Tillberg	PIE Committee
Vidya Swaminathan	AFT Faculty
Fran Leonard	Academic Senate
Eric Ichon	Teamsters
Amarachi Uwakwe	ASO
Bruce Hicks	SEIU 721
Dionne Morrissette	AFT Classified
Dawn Castillo	Guest
Michael Goltermann	Guest
Helen Lin	Resource, Academic Affairs
Hansel Tsai	Resource, Admin Services
Rasel Menendez	Resource, Admin Services

1. Call to Order: 2:40 pm

The meeting was called to order by the co-chair at 3:25 PM. Agenda was reviewed and approved.

2. Approval of Minutes

October 23, 2014 minutes was approved.

3. Old Business

a. Process for Funding Supply Budgets

b. Process for Budget Supplements

These topics will be discussed in the next meeting. Rebecca mentioned she has written policies for Budget Supplements and thought that was already approved in the past meetings. Olga said she will check with the prior meetings' minutes.

4. New Business:

a. Faculty Obligation Number (FON)

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Olga shared the definition of FON with the committee. It is a State requirement whereby, a Community College District (not at the College level) is to maintain a 75/25 ratio between full-time faculty versus part-time faculty.

Otherwise, the District will be fined about \$73,000 per FTEF that the District falls short of the FON requirement. The District needs to replace 72 FY 14-15 separations and hire additional 73 more (for a total of 145) to meet the FON requirement. The District gave incentives to Colleges to hire a total of 14 positions. The District will absorb these costs. Olga mentioned that during the District Budget Committee meeting, she motioned for the District to incentivize additional positions above and beyond those required. The motion was approved and the District will give more incentives for the nine Colleges to hire 16 more. West needs to replace six (6) FY14-15 separations, hire additional six (6). The District gave West the incentive to hire additional five (5). West may hire up to 17 full-time faculty positions by Fall 2015.

Rebecca mentioned that the Program review has identified staff requests for more than 17 full-time faculty positions.

b. Committee Self Evaluation

The content of the evaluation form will be brought back in the next meeting. This form was due in Spring 2014. Most of the recommendations in the form (e.g. extension of Program review timeline) already materialized. The committee members suggested to add to the committee's accomplishments its 1) efforts to sustain open and transparent status of the College's, as well as the District's budget, 2) efforts to maintain fiscal responsibility over the College's budget to keep it balanced. The committee also suggested to maintain having additional meetings with PIE committee, if needed.

c. Revised Monthly Projection - Q1 - September Close

The initial report projected about \$1.56M deficit by the end of FY 14-15. The revised report projected a surplus of \$38K. Changes in projection included additional revenue of about \$ \$1.8M which mainly consisted of additional 2% growth money of \$320K, 2) additional revenues from nonresident/international students of \$400K, 3) additional funding for salary above COLA of \$481K, additional accreditation money of \$100K, etc. , additional projected expenditure reductions of \$748K, offset by about \$1M increase, mainly due to the Board-approved 4% salary increase.

Eric Ichon suggested for the President to help Colleges by initiating the move to ease up the unreasonable procurement/contract requirements at the District, to help us realize our projected revenues from International Students.

d. District Budget Committee, November 12, 2014



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Ken shared with the committee the discussions made at the District Budget Committee held on November 12, 2014.

Budget cautions and concerns. Prop 30 is temporary. Sales tax increase ends in 2016 and income tax increase ends in 2018. STRS and PERS obligations are underfunded. The District will incur significant increase in costs as employer contribution rates increase. The District incurred penalties in the past for not meeting its FON obligation. Obamacare’s “cadillac tax” may increase the District’s employee benefits expenses. Accreditation issues drive up expenses incurred to address such issues.

e. PIE Committee Report

Rebecca reported about the progress of the Program Review. Reports were generated to summarize accreditation response, resource requests for technology and facilities improvements.

f. Report Instructional Support 5-year plan

Ken shared with the committee what was submitted to the District on November 17. The plan considered prioritized needs from the PY Program Review, inputs from Nick Dang (Technology Committee), inputs from College Council etc. This plan will help make a case for continuous funding in the future. The plan reflected the use of Prop 20 Lottery funds for Library materials, furniture/fixture/equipment, computer replacements, AV equipment upgrades and instructional equipment.

5. Adjournment: 4:37 pm

Next meeting: December 18, 2014