

West Los Angeles College
MONTHLY PROJECTION - December 2012
Based on 2012-13 November Closing

REVENUE:		2012-13						
		[a] 2012-13 Current Budget as of 11/30/12		[b] Projected Revenue as of 11/30/12	[c] Revenue Increase +	[d] Revenue Decrease (-)	[e] Ref.	[f] = [b]+[c]+[d] Projected Revenue as of 12/31/12
2011-12 Ending Balance (including Open Orders)		1,719,037		1,719,037			1,719,037	
2012-13 DO, DW, ITV Balances Redistribution		239,511		239,511			239,511	
2012-13 Final Budget Allocation w/o Balance		25,962,888		25,962,888			25,962,888	
Revenues after Final Budget (details listed on MoProj_Backup page)		2,787,506		2,997,506	35,000	A8	3,032,506	
PROJECTED REVENUE		30,708,942		28,166,436	35,000	0	30,953,942	
EXPENDITURES:		2012-13 Current Budget as of 11/30/12	2011-12 YE as of 08/09/12	Projected Expenditure as of 11/30/12	Expenditure Increase +	Expenditure Decrease (-)	Ref.	Projected Expenditure as of 12/31/12
110000	TEACHING, REG	5,840,604	5,682,258	5,957,068	338,147		B1, B2	6,295,215
120000	NON-TCHNG, REG	3,296,448	3,022,052	3,082,249				3,082,249
130000	TEACHING, HRLY	5,758,125	5,139,098	5,118,714		288,147	C1	4,830,567
140000	NON-TCHNG, HRLY	189,281	325,322	294,392				294,392
190000	MISC-CERTIF SAL	0	0					
TTL CERTIF SAL		15,084,458	14,168,731	14,452,423	338,147	288,147		14,502,423
200000	NON-CERTFCTD SAL	0	0					
210000	CLASSIFIED, REG	5,764,005	5,560,063	5,760,548				5,760,548
220000	INSTR'L AIDE, REG	750,910	747,441	756,751				756,751
230000	SUB/RELIEF, UNCLSS	31,966	55,065	29,038	26,000		B3	55,038
240000	INSTR'L AIDE, N-PERM	169,840	168,468	161,632				161,632
290000	MISC. CLASSIF SAL	0	0					
TTL CLASSIF SAL		6,716,721	6,531,036	6,707,969	26,000	0		6,733,969
420000	BOOKS	11,631	9,329	11,631				11,631
440000	INSTR'L MEDIA MAT'L	88,750	37,153	38,750	57,300		B4,B5	96,050
450000	SUPPLIES	181,903	200,707	183,025	3,886		B6	186,911
460000	BOOKSTORE	0	0					
490000	MISC SUPPL & BKS	0	0					
TTL PRINT & SUPPL		282,284	247,188	233,406	61,186	0		294,592
540000	INSURANCE	0	0					
550000	UTILIT & HSKPING	1,091,892	1,034,059	1,281,248				1,281,248
560000	CONTRACTS & RNTL	536,911	455,132	406,371	70,000		B7	476,371
570000	LEGAL, ELECT, AUDIT	0	0					
580000	OTHER EXPENSE	332,682	128,129	130,232	68,700		B8,B9	198,932
590000	MISC OTH EXP	0	0					
TTL OPER EXP		1,961,485	1,617,320	1,817,851	138,700	0		1,956,551
610000	SITES	0	0					
620000	BUILDINGS	0	0					
640000	EQUIPMENT	63,942	39,742	32,324	40,114		B10	72,438
650000	OTH CAPITAL OUTLY	17,279	12,268	17,279				17,279
690000	MISC.	0	0					
TTL CAPITAL OUTLY		81,221	52,009	49,603	40,114	0		89,717
710000	DEBT SERVICE	0	0					
720000	TUITION TRANSFERS	0	0					
730000	INTERFUND TRANSFER	162,093	162,093	162,093				162,093
739700	INTRAFUND BETWEEN LOCATIONS	0	0					
739800	INTRAFUND - UNRES	0	0					
739900	INTRAFUND TRANSFER	164,958	172,639	161,399				161,399
740000	REALLOCATION/ADJ	0	0					
750000	LOANS/GRANTS	0	0					
790000	CONTING/UNALLOC	303,811	0	290,000		290,000	C2, C3	-
TTL OTHER		630,862	334732	613492	0	290,000		323,492
LESS INTRA/UNRES		0	0	0	0	0		0
TOTAL EXPENDITURES w/o benefits		24,757,031	22,951,017	23,874,744	604,147	578,147		23,900,744
3x0000	MISC EMPL BEN	5,951,911	6,014,050	6,230,882				6,230,882
TOTAL EXPENDITURES w\benefits		30,708,942	28,965,067	30,105,626	604,147	578,147		30,131,626
799110	REMAINING DEFICIT GAP	0	0					
TOTAL NET EXPENDITURES w\benefits		30,708,942	28,965,067	30,105,626	604,147	578,147		30,131,626
PROJECTED ENDING BALANCE								822,316

#N/A

3/11/13 10:51 AM

Membership

Academic Senate

David Beaulieu
Dana Cohen
Jeff Hernandez
Lauren McKenzie
Tom Rosdahl
Michael Climo

Faculty Guild

Carl Friedlander*
John McDowell
Armida Ornelas
Olga Shewfelt
Joanne Waddell
Vacant

Unions/Association

Bobbi Kimble
Lubov Kuzmik
Leila Menzies
Velma Butler
Richard Rosich
Jim Adams
James Bradley

College Presidents

Renee Martinez**
Farley Herzek**
Marvin Martinez
Monte Perez
Kathleen Burke-Kelly*
Jack E. Daniels III
Roland Chapdelaine
Sue Carleo
Nabil Abu-Ghazaleh

STUDENT TRUSTEE

Joseph Tucker
* Co-chairs
** Interim

District Budget Committee

December 12, 2012

1:30 pm – 3:30 pm

District Office, Board Room

1. Call to Order (*Co-Chair Dr. Kathleen Burke-Kelly*)
2. Approval of Agenda
3. Approval of Minutes for November 14, 2012
4. Executive Committee Report & Recommendation
 - *Redistribution of 2.5% of Contingency Reserve*
 - *Growth Funding Proposal — DEFEANED*
5. 2012-13 College Enrollment Planning Update (Delahoussaye/Iyemura)
6. State Mandated Costs Reimbursement Funds
7. FON Subsidy Distribution
8. DBC Recommendations to the Chancellor

Future Meetings:

Jan 23, Feb 13, March 13, April 24, May 22, June 19

Please bring your own copy.

-----**DRAFT**-----

Los Angeles Community College District

District Budget Committee Meeting Minutes

November 14, 2012

1:30-3:30 p.m., Board Room, District Office

Roll Call

Committee members present as indicated (X).

Academic Senate

David Beaulieu	X
Dana Cohen	X
Jeff Hernandez	X
Lauren McKenzie	X
Tom Rosdahl	X

L.A. Faculty Guild

Carl Friedlander*	X
John McDowell	X
Armida Ornelas	X
Olga Shewfelt	X
Joanne Waddell	X

Unions/Association

Bobbi Kimble	X
Leila Menzies	
James Bradley	X
Velma Butler	
Lubov Kuzmik	
Richard A. Rosich	
Jim Adams	X

College Presidents

Farley Herzek**	
Jack E. Daniels III	X
Nabil Abu-Ghazaleh	X
Monte Perez	X
Kathleen Burke-Kelly*	X
Marvin Martinez	X
Roland Chapdelaine	X
Sue Carleo	X
Renee Martinez**	X

Student Trustee Rep

Joseph Tucker

* DBC CO-chairs

** Interim

Also Present

Resource Persons

Adriana Barrera
Jeanette Gordon
Daniel LaVista
Cathy Iyemura
Jeanette Gordon
Vinh Nguyen
Yasmin Delahoussaye

Guests

Rolf Schleicher
Don Gauthier
Ann Tomlinson
Ken Takeda
Ann Tomlinson
Maureen O'Brien
Mary Gallagher
Ferris Trimble
Furukawa, Tom
Maureen O'Brien
Ann Tomlinson
Daniel Villanueva

District Office

Maury Pearl
Michael Shanahan
Perin Reid
Sarah Master

1. Call to Order

The meeting was called to order by Kathleen Burke-Kelly at 1:40. She introduced James Bradley, a custodian at Southwest, who will be serving as the SEIU representative. Due to change of the Board of Trustee's meeting from Dec. 12 to Dec. 5, Burke-Kelly suggested that the DBC meet on Dec. 12, rather than the 5th. A motion to that effect was approved.

2. Approval of Agenda

The agenda was approved without change.

3. Approval of Minutes for Nov. 14, 2012

The minutes were approved with two changes: Change the bullet point on page 3 to read "West is at 97% personnel and utility costs." Add to the paragraph on page 3 beginning with "Abu-Ghazaleh amended..." a sentence after the first one, reading "Hernandez offered a second with the addition that the Executive would explore insuring that ongoing accreditation costs are included."

4. Prop. 30—Education Protection Act 2012

Jeanette Gordon reported on the details emerging re Prop. 30. The CCC is now projected to receive revenue for 2012-13 of \$855 million, a much larger figure than was previously reported. Following points are known at this point:

- We are uncertain about the exact revenue total to be collected
- State does not plan to distribute cash until June, 2013
- Each district's board will be required to adopt a spending plan
- Districts must also publish a report on its website of its annual revenue and spending
- An independent audit to verify proper expenditure of funds is also required

As for LACCD in particular, our estimated share is \$78m, again a higher figure than we anticipated (by \$21m).

- We will be able to restore approximately \$31m (7.28% workload reduction)
- We will receive approximately \$3.9m in "growth" money (actually, restoration funding, per Chancellor Brice)
- About \$15m will be used to reduce our cash deferral obligation
- Funds can't be used for salaries and benefits for administrators or any administrative costs

A discussion about deferrals followed. Since the deferrals are cash withheld, they do not increase the district budget, as their total is already included in the budget. No one was certain about the discrepancy between the state's latest figures and the expected totals. It is anticipated that any final difference will be used to buy down deferrals. The figures the district was given (\$31m and \$3.9m, see bullets above) were distributed to the presidents, and colleges for planning their schedules accordingly. Chancellor LaVista wrote to all district employees with these totals immediately after the election.

It was clarified that Prop. 30 funds do not necessarily have to go to add classes, but can't be used for administrator salaries and expenses.

Gordon's handouts included a chart showing all of these funds distributed to the colleges, with no allocation to the district office nor to centralized accounts.

5. 2012-13 College Enrollment Planning Update

Our 2011-12 reported FTES was 103,529, and our funding base for 2012-13 is 95,953 (not including the growth funding). That leaves a discrepancy of 7,576. Colleges have been given new targets, even though we're not sure of our exact funding. Winter was only 2,000 last year, while spring was 47,000. With last year's totals, we can reach our goal this year. Carl Friedlander suggested that FTES sharing between colleges may possibly be needed, as some are struggling to meet base, while others are way over. The first summer term can be used in 2012-13, if desired, but then it wouldn't be available for the next year. Cathy Iyemura said we don't have information on how many students were turned away last year. John McDowell suggested that clear targets be set now, so colleges can plan. They already are, according to Joanne Waddell.

Brady asked about the Prop. 30 exclusion of administrative costs, and from the ensuing discussion, it appeared unclear as to exactly what was excluded.

6. 2012-13 First Quarter Report/Projection

Gordon said it was too early to report on individual colleges, given that the first quarter had just ended. It would be better to wait till the end of the second quarter. Beaulieu grumbled a bit.

A handout was distributed showing the financial forecast for FY 2011-12 through 2016-17. The discussion focused on the 6% reduction (\$25.9m) expected this year. Gordon argued that the state had cut our revenue and that the colleges were not cutting correspondingly. The 6% cut has not been achieved by all the colleges (six or seven claim to have done so). Our budget is \$6m less than last year, and our balance is down by \$15m from last year. Friedlander replied that some \$400m/yr was now anticipated for California community colleges, though admittedly it could be directed largely to paying down the deferral. Still, he anticipates a more optimistic future, with Prop. 98 revenue ample. LaVista said there was still a lack of clarity about future state revenue, given the reliance on capital gains income and the fact that revenue was not

coming in as expected.

There was a disagreement as to how much health costs will increase this year. Armida Ornelas said it will be closer to \$3m than \$5m, while Vinh Nguyen said \$5m was actually a conservative figure.

Several faculty suggested that the 6% cut was too extreme, given how much the colleges have already cut ("already into the bone," as Jeff Hernandez put it). Olga Shewfelt moved that the 6% figure be reduced. Beaulieu and McDowell suggested instead reducing the contingency reserve from 7.5% to 5%. Carleo stressed the need to focus on meeting FTES targets, and Hernandez thought we should wait for a report from the colleges' budget assessments.

After further discussion, it was moved that the question be directed to the Executive, to report back to the body on Dec. 12. The motion was passed unanimously.

7. FON Update

Adriana Barrera reported that the Full-Time Obligation Number was 1,445 this year, a lower figure than earlier years due to the workforce reduction. The district reached that total, and our percentage went up slightly to just under 65% (64.95%). 72 NOI's were submitted and 63 probationary faculty were hired. The Board of Governors voted not to trigger an increase in the FON for next year, given the continuing budget difficulties. Barrera will have a further report on Dec. 12.

8. Executive Committee Report and Recommendations

No report was given.

9. DBC Recommendations to Chancellor

There were no recommendations at this time.

The meeting adjourned at 3:25.

Subsidized Funding for Full-Time Faculty Filled Positions for Fall 12*

Institution	Initial Budget		Additional **		Actual (New Hires)	
	FTEF	Total	FTEF	Total	FTEF	Total
City College	4	\$ 140,000	0	\$ -	4	\$ 140,000
East Los Angeles College	6	\$ 210,000	0	\$ -	6	\$ 210,000
Harbor College	8	\$ 280,000	0	\$ -	8	\$ 280,000
Mission College	6	\$ 210,000	0	\$ -	6	\$ 210,000
Pierce College	8	\$ 280,000	1	\$ 35,000	9	\$ 315,000
Southwest College	9	\$ 315,000	0	\$ -	9	\$ 315,000
Trade-Technical College	7	\$ 245,000	2	\$ 70,000	9	\$ 315,000
Valley College	5	\$ 175,000	1	\$ 35,000	6	\$ 210,000
West Los Angeles College	7	\$ 245,000	0	\$ -	7	\$ 245,000
Total	60	\$ 2,100,000	4	\$ 140,000	64	\$ 2,240,000

*first year reimbursement at \$35,000 per position

**2012-2013
STATE MANDATED COST REIMBURSEMENT
PROPOSED FUNDS DISTRIBUTION**

LOCATION	PROPOSED STATE MANDATED COST REIMBURSEMENT FUNDS
City	\$55,845
East	\$84,445
Harbor	\$25,799
Mission	\$23,379
Pierce	\$55,618
Southwest	\$19,495
Trade-Tech	\$46,507
Valley	\$49,876
West	\$27,034
ITV	\$1,707
DISTRICT OFFICE	\$1,571,827
INFORMATION TECHNOLOGY	\$725,155
TOTAL	\$2,686,687

**LACCD Fall 2012 FTEF Submitted FON
Amount By College
Adjusted for 2012 "Late" Separations and 2012-13
Known "Early" Separations***

<u>Line</u>	<u>Final Fall 12 FON Report FTEF</u>	<u>City</u>	<u>East</u>	<u>Harbor</u>	<u>Mission</u>	<u>Pierce</u>	<u>South- West</u>	<u>Trade</u>	<u>Valley</u>	<u>West</u>	<u>Total</u>
1		210.3	280.8	98.0	84.2	200.4	81.0	189.1	196.6	100.0	1445.3
2	2012 "Late" Separations*	4.0	5.0	2.0	1.0	9.0	7.0	6.0	5.0	2.0	41.0
3	2012-13 Known "Early" Separations (As of December 11, 2012)	3.0	0.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	10.0
4	Subtotal of All Separation	7.0	5.0	3.0	2.0	10.0	8.0	7.0	6.0	3.0	51.0
5	Fall 12 FTEF Adjusted for Separations (Line 1 minus Line 4)	203.3	275.8	95.0	82.2	190.4	73.0	182.1	190.6	97.0	1394.3

*As of December 11, 2012

Recommendation to Redistribute \$9.9 million from Contingency Reserve to Colleges

DRAFT

(ECDBC 11/20/2012)

On August 22, 2012, the Board of Trustees adopted the 2012-13 Final Budget which includes a 5 percent General Reserve and a 7.5 percent Contingency Reserve, assuming that the Governor's Tax Initiatives will fail. The Board Finance and Audit Committee had expressed that if the Tax Initiative failed, the District would allocate a 2.5 percent of Contingency Reserve to colleges for operations.

On November 6, 2012, voters approved Proposition 30, the Schools and Local Public Safety Protection Act of 2012 (EPA fund). The District is projecting to receive \$15 million to buy down the state apportionment deferrals, and \$31.3 million to restore a 7.28 percent workload reduction, and a \$3.9 million growth fund. The \$31.3 million for workload restoration and a \$3.9 million for funded enrollment growth shall be distributed to colleges to cover classroom expenses.

In order to balance budget, staff has indicated that the District still needs to implement the 6 percent expenditure reduction to save approximately \$25.8 million. Chancellor has directed each college and District Offices to continue with their 6 percent expenditure reduction plan.

In reviewing the District's financial forecast and the College First Quarter Status Report, The Executive of the District Budget Committee is recommending the following proposed actions to mitigating the college budget imbalance:

- A. Reduce Contingency Reserve to 5 percent or \$25.2 million and redistribute the excess \$9.9 million to colleges to provide additional funding for colleges to cover any budgetary needs; and*
- B. Require colleges to implement a realistic budget with a 6% reduction plan to balance their budgets.*

2012-13
PROPOSED REDISTRIBUTION OF 2.5%
OF CONTINGENCY RESERVE FUNDS

	Revised Budget	Contingency Reserve
Total Revenue, excluding Balance	\$ 469,983,496	
7.5 % Contingency Reserve		\$ 35,248,762
EPA Fund:		
7.28 % Worload Restoration	31,314,221	
Projected Funde Growth	3,899,583	
Total Projected EPA Fund	\$ 35,213,804	
Revised Total Revenue, excluding Balance	505,197,300	
Revised 5% Contingency Reserve		25,259,865
Proposed Redistribution of Contingency Reserve, excess of 5%		\$ 9,988,897
Use of Contingency Reserve, Status as of December 2012		
	Contingency Reserve	Revised Contingency Reserve
CONTINGENCY RESERVE AT 2012-13 FINAL BUDGET	\$ 35,248,762	\$ 25,259,865
ACCRED. PLANNING & CORRECTIVE ACTION (H,S,W)	(738,300)	(738,300)
ADDITIONAL FOR FON SUBSIDY (4 FTEF) (pending BF1, Dec. 15)	(140,000)	(140,000)
PROPOSED AMOUNT TO DISTRIBUTE TO COLLEGES	(9,988,897)	
REMAINING CONTINGENCY RESERVE	\$ 24,381,565	\$ 24,381,565

PROPOSED DISTRIBUTION

COLLEGE	PROJECTED REVISED FUNDED FTES	% OF TOTAL	PROPOSED DISTRIBUTION
City	13,872.69	14.3%	\$1,431,431
East	20,977.05	21.7%	\$2,164,483
Harbor	6,408.75	6.6%	\$661,277
Mission	5,807.51	6.0%	\$599,239
Pierce	13,816.09	14.3%	\$1,425,591
Southwest	4,842.72	5.0%	\$499,688
Trade-Tech	11,552.86	11.9%	\$1,192,064
Valley	12,389.81	12.8%	\$1,278,422
West	6,715.64	6.9%	\$692,943
ITV	424.09	0.4%	\$43,759
TOTAL	96,807.22	100.0%	\$9,988,897



ATHLETIC DEPARTMENT

Date: January 02, 2013

To: Dr. Shalamon Duke
Acting Dean of Student Services

Mr. Ken Takeda
Vice President of Administrative Services

From: Steve Aggers
Athletic Director

RE: Proposal for the reinstatement of our Men's Basketball Program

Gentlemen,

At your convenience, I would like to request a meeting to discuss the reinstatement of our Men's Basketball Program at West Los Angeles College.

It goes without saying that the past few years have been very difficult for everyone in California higher education and particularly for those of us in the state Community College system. There were many difficult decisions that had to be made regarding budget cuts relative to fiscal management; and in my view our administration has done an outstanding job of stewardship during these trying times. We have all shared in this necessary belt tightening process and hopefully with the passage of Proposition 30, we will be able to restore some of the academic class sections that were dropped during the previous two years.

In the spring of 2011 the Athletic Department was asked to make a 5-7% budget reduction that we met by cutting five assistant coaching positions and reducing operating budgets in all of our sports. Then in August of 2012 we were asked to make an additional budget reduction of \$35,000.00 for the 2012-13 school year. After many hours of research and evaluation, we felt that the best way to meet our mandated budget reduction of 35K, was by suspending our Men's Basketball program for the current school year, which resulted in a savings to the college of roughly \$45,000.00. It is our hope that we will be able to reinstate Men's Basketball for the fall 2013 term, and begin the process of restoring the program as soon as possible. We will not be retaining the former head coach and his assistant, and would like to begin searching for a new part time Head Coach as soon as possible. While that person would not be on salary until fall of 2013, the coach would need to begin the process of student recruitment for the 2013-14 school year right away.

Our department has an outstanding academic track record and produces some of the best "completers". Our student success rates for course completion, retention and persistence, graduation and transfer continue to be some of the best on campus, and we trust that our commitment to academic student success will merit a serious examination in allowing us to bring back our Men's Basketball program.

Thank you,


Steve Aggers