

Budget Committee Meeting

May 17, 2012

Minutes

Present:

Ken Takeda	VPAS, Chair
Adrienne Foster	Academic Senate
Betsy Regalado	VPSS
Ashanti Lyles	AFT Classified
Dionne Morrissette	AFT Classified
Olga Shewfelt	AFT Faculty Guild
Vidya Swaminathan	AFT Faculty Guild
Eric Ichon	Teamsters
Rebecca Tillberg	Planning Committee Liaison
Mister Searcy	ASO
Nabil Abu-Ghazaleh	President/Guest
Steve Aggers	Athletics Director/Guest
Sheila Jeter-Williams	Student Services/Guest
Maureen O'Brien	Admin Services/Resource

1. **Call to Order/Approval of Agenda.** Meeting called to order by the Chair at 3:18 PM. Agenda approved as written.
2. **Approval of Minutes.** Minutes approved by consensus.
3. **Old Business** (none).
4. **New Business:**
 - a. **2012-13 Budget.** In the interests of time and due to the urgency of 2012-13 budget matters, the Chair deferred reporting on the May 16 District Budget Committee until the next scheduled WLAC Budget Committee Meeting. The Chair updated the committee by means of a power point presentation, hereby included as part of the minutes. Also included is the letter from the District Controller, Jeannette Gordon, providing last minute instructions for the College's tentative budget. In connection with the 12-13 budget, Ken Takeda brought some budget related items to the attention of the Committee that were not covered in the power point presentation:
 - All the Colleges are running a deficit for the year based on the preliminary allocation.

- By far the biggest part of Centralized Services costs is retiree health benefits.
- Unavoidable increases in 2012-13 were not taken into consideration when colleges were asked to cut from last year's projected ending expenditure.
- Teaching hourly costs are considered fixed because they are budgeted at what is needed to meet FTES. The tentative FTES goal for West in 2012-13 is 6,290.
- Most of the colleges fixed costs are wage related and cannot be adjusted without District action. Wage and benefit costs at West are about 94% of the budget.
- Fixed costs at West exceed the preliminary revenue allocation.
- This meeting was called due to the urgency of making adjustments before the deadline for the tentative budget. College Council will be informed and proper process followed before the adoption of the final budget in August.

b. Discussion of Balancing Measures. The Committee was provided with a projected view of line item detail on the variable expenses as they currently stand in the tentative budget and asked to address needed cuts.

- Adrienne Foster suggested that the utilities budget could be reduced based on the projection of lower costs due to the elimination of winter and summer classes and the Friday closure of the General Classroom and Student Services buildings.
- The President commented on the seriousness of cutting variable costs which are currently at a mere \$1,850,906. Although these kinds of costs can be cut because they are not fixed in the sense that labor costs are fixed by union contracts, cutting what little variable costs the college has will negatively impact service to students.
- Eric Ichon noted that he had negotiated the cost of Etudes down for next year and that the budget for that item could be reduced by \$27,000. Also, he suggested that sub & relief be reduced by half, \$13,546.
- Betsy Regalado noted that the DSPS subsidy looked too low, that it should be \$100,000.
- Olga Shewfelt expressed strong concern about voting on cost cuts without the opportunity for sufficient study and sharing information with constituencies at the College. Additionally she stated that the time allotted for making these required cuts is not sufficient. In light of this she proposed that the tentative budget as proposed by characterized as an administrative effort, not the result of shared governance.
- Rebecca Tillberg suggested that perhaps we should be looking at whole programs rather than individual line item accounts.
- Ashanti Lyles suggested that the budget for department chair hourly be analyzed, that it might be too high, higher than strictly needed.

- Betsy Regalado stated that it would be advisable in order to keep enrollment high, the budget for class schedules and catalogue not be reduced.
- Rebecca Tillberg reminded the Committee that in order to satisfy the Accreditation requirement that planning and budgeting be firmly linked, we should develop a methodology that could be applied to determine budget cuts. She urged the development of specific criteria.
- Adrienne Foster requested specific and detailed information on programs prior to any recommendation for cuts in order to avoid trying to achieve the impossible and creating division and animosity.
- Eric Ichon requested that the Committee be given more time to consider possible budget cuts.
- Steve Aggers spoke specifically to the losses that the college would sustain if athletics programs are cut. He said athletics programs provide a disproportionate share of full-time FTES and have a very high transfer rate of 62%.
- Betsy Regalado asked why the tentative budget included using only 25% of the ending balance instead of 100% as we have experienced in the past. Ken replied that the 25% was a specific instruction from the District and noted that there has been discussion of sweeping college balances.
- Sheila Jeter-Williams suggested that the College be stricter about collecting rent on the use of college facilities by community programs

5. **Adjournment.** The meeting was adjourned at 5:45 pm.