

Budget Committee Meeting
February 2, 2011
Minutes

Present: Rose Marie Joyce (President), John Oester (Administrative Services), Betsy Regalado (Student Services), Robert Sprague (Academic Affairs), Dionne Morrissette (AFT Classified), Hansel Tsai (Resource), MD Haque (Resource), Maureen O'Brien (Resource), Vidya Swaminathan (AFT Faculty Guild), Marilyn Ingram (AFT-Classified), Ahmed Moshin (ASO), Scott Stamler (ASO), Mister Searcy (ASO), Helen Lin, Rebecca Tillberg, Barry Sloan

1. Mr. Oester called the meeting to order at 2:07pm. Minutes of the January 13, 2011, Budget Committee meeting were approved as written. Dr. Joyce made remarks regarding the governor's budget proposal. We will have a 4.9% decrease in funds in the next fiscal year if the legislature approves placement of a measure on the June 7 ballot and if that measure to extend the existing temporary tax increases passes. If the tax measure is not placed on the ballot or if it does not pass, we will have a 13.1% decrease in funds next fiscal year.
2. **Budget Management Proposal:** The Budget Management Proposal is a set of guidelines to restrain or reduce expenditures. The Budget Management Proposal has already been approved by the College Council. The guidelines in the proposal include: a purchasing freeze, a travel expense freeze, no "petty cash" reimbursements, a hiring hold, a restriction on overtime, an over-budget restriction, class scheduling efficiency, the reduction of planned sections for Spring 2011, and the elimination of summer session courses except for community service and contract education.
3. **Principles for Prioritizing Programs and Services:** Rebecca Tillberg presented a document proposed by the Planning Committee entitled "West Los Angeles College Principles for Prioritizing Programs and Services." This document will be presented to the College Council on February 3rd.
4. **Discussion of Draft 10100 Budget Projection:** We are projecting an ending balance of \$743,289 in the current fiscal year. The surplus is due to additional funds received from the state and the district. West received \$682,863 in restoration/growth funds from the state, \$693,502 in program support funds, \$85,706 in budget augmentation from the District, and \$20,102 in ARRA funds. We have reduced projected expenditures by using a more accurate assessment of the spring semester adjunct instructor expenses and implementing holds on personnel vacancies. The District has also lowered our projected expenses for employee benefits by approximately \$580,000.

The most recent projection of current year FTES is 7,374. The FTES target for 2011-2012 would be 6,838 based on a 4.9% budget reduction. This decrease in funded FTES represents \$2,463,706 versus our current year budget. If we are required to reduce our budget by 13.1%, our FTES target would be 6,236 and we would receive \$5,434,645 less than the current year. Based on a 4.9% reduction, we project a FY 2011-2012 year end deficit of \$425,124. We think that this deficit can be overcome through adherence to the Budget Management Proposal and other revenue enhancing and expense reduction methods.

5. Barry Sloan presented a request to fill two SFP Program Assistant positions which will be reviewed by the Vice Presidents and the President.
6. The next meeting of the committee will be Wednesday, February 23rd at 3:00 p.m. in Winlock.