

BUDGET COMMITTEE
MAY 27, 2009
MINUTES

Present: John Oester (Chair), Isabella Chung (Resource), Eloise Crippens (Academic Senate), Kathy Dickinson (AFT Classified), MD Haque (Resource), Marilyn Ingram (AFT Classified), Helen Lin (Academic Affairs), Ebonea Mc Alister (ASO), Christina Misner (AFT Classified, Alt), Matt Robertson (AFT Faculty), Abel Rodriguez (SEIU), Olga Shewfelt (AFT Faculty), Stefan Stitch, Hansel Tsai (Resource)

Absent: Betsy Regalado (Administration), Meric Keskinel (Academic Senate), Brandy Ruiz (ASO Treasurer)

I. Minutes for April 29, 2009, were approved.

II. Budget Reduction Suggestions

Prior to the meeting, Mr. Oester e-mailed committee members the budget reduction suggestions. An addendum to these suggestions was handed out at the meeting.

Discussion that the savings should have been included in the suggestions and that making decisions was difficult without the savings.

Each suggestion was discussed and each person was asked to complete a form ranking each item on the basis of personal preference. Choices on the form were: "definitely implement," "thoroughly examine," and "of little value." Mr. Oester will e-mail results to the committee.

III. Discussion of Budget Reduction Suggestions

It was decided that #8 was repetitive of #3.

Add a new #4. Reduce non-degree applicable (NDA) courses.

Renumber the suggestions. #5 becomes #6, #6 becomes #7, etc.

The notes below reflect the number as written on the handout (before renumbering).

#1 - Suggestion: Reduce Summer 2 course offerings.

Discussion: May be decided in Board of Trustees meeting today.

#2 - Reduce Winter 2010 course offerings.

Discussion: Cannot discuss until after today's Board of Trustees meeting.

#3 - Suggestion: Reduce Non-Credit course offerings.

Discussion: These classes are useful to students, but not transferable.

#4 – Remove “all” purchases and cross out “Academic Affairs could.” Amended to read:

Offload purchases to SFP programs as permitted by SFP Guidelines. Assign a person as the point of contact to help provide funding sources for purchasing to the programs/offices that don't have access to restricted funds. This will put a hard freeze on purchasing through the general fund.

#5 - Closing campus on Fridays would take union approval. Suggested that we explore for summer and also explore for the fiscal year.

#6 - Offloading a portion of salaries for specific classified/supervisory employees to SFP programs is now done through indirect cost recovery. There are certain programs that would allow offset of salaries at the end of the year.

#7 - Suggestion: Hire a Director for the college's foundation who can dedicate full time to attaining grants to increase revenue.

Discussion: The majority of money that goes into the foundation goes to scholarships.

#8 - Same as #3.

#9 - Suggestion: Increase parking fees.

Discussion: Receiving \$2,500 a week from \$1 day machines. Discussion on students may be getting tickets because they cannot afford the \$1 day. It was suggested that a five minutes parking space be designated by the \$1 day machines because people are blocking traffic when they stop to purchase the day permit. Schools shuttle buses before mid-terms was 600 riders a day and dropped to 500 riders a day after mid-terms.

#10- Suggestion: Do not hire any more employees.

Discussion: College is still under a mandated hiring freeze except for faculty obligations.

#11- Suggestion: Completely cut all release paid time in general.

Amended to read: Review and reduce release pay time.

Discussion: Work has to go on, and someone will still have to do it if the faculty are returned to the classroom. You would have to backfill those positions with someone else.

#12- Suggestion: Consolidate Departmental Chair positions.

Discussion: This is an academic situation, not budgetary. Needs to be reviewed by Academic Senate.

#13- Suggestion: Charge \$2.00 for catalogs and \$.050 for schedules.

Amended: Charge \$2.50 for catalogs and \$.50 for schedules.

Discussion: We used to charge \$.25 for schedules and enrollment decreased.

- #14- Suggestion: Reduce the water usage (repair leaks).
Discussion: Definitely repair leaks.
- #15- Suggestion: Reduce power usage (turning off lights in empty rooms/areas).
Discussion: It was suggested that a sign be attached (or laid over) every light switch with a message (save someone's job, turn off the lights) to turn off the lights.
- #16- Suggestion: Reduce consumption of office supplies – scan documents (save paper and printer ink/toner).
Discussion: We have opportunities to save on printers. We should network printers. We will be able to do this better in our new buildings.
- #17- Suggestion: Freeze all and any salary increases.
Discussion: Step increases are automatic. This would be subject to contractual agreement.
- #18- Suggestion: Absorb any COLA into the operating budget of the college.
Discussion: This is a District matter.
- #19- Suggestion: Cut classes
Discussion: Reducing expenses by reducing classes is not an affective way to run a college.
- #20- Suggestion: Increase International Students.
Discussion: Work already in progress. Projected \$250,000 net for next year.
- #21- Suggestion amended to read: Reduce salaries across the board.
Discussion: Union issue. Cannot be decided by the budget committee.
- #22- Suggestion relates to District picking up some of the cost for new faculty hires.
- #23- Suggestion relates to health benefits.
Discussion: This is a District issue.
- #24- Suggestion relates to full pay sick days.
Discussion: This is a District issue.
- #25- Suggestion regarding "D" basis employees being offered a voluntary furlough.
Discussion: Hansel is going to a SPOC meeting tomorrow, and will bring up the issue. Need to look in to the implications.
- #26- New suggestion: Sell surplus property.
Discussion: We already sell surplus property. This suggestion would apply to larger more expensive items.

Meeting was adjourned at 3:15 p.m.

Committee will be notified on the date, time and location of the next meeting.