

BUDGET COMMITTEE MINUTES

August 9, 2006, Wednesday

2:00 – 3:30 p.m.

ATA 116

Present: Isabella Chung (Resource), Jo-Ann Haywood (AFT Classified), Olga Shewfelt (AFT Faculty), Paul Stansbury (Administration), Hao Xie (Resource).

- I. Minutes of the July 26, 2006 meeting approved as written.
- II. Suggestion was made to invite Planning Committee Chair to attend Budget Committee meetings.
- III. West Los Angeles College Financial Resource General Overview - FTES Concept (Powerpoint Presentation by Isabella Chung)

Contents in brief:

1. Purpose of presentation – FTES (Full-Time Equivalent Students) Concepts.
 2. BASE Allocation – Sum of prior year base revenue, COLA, and growth. State Apportionment is FTES driven.
 3. FTES concept, calculation and accounting methods (refer to handouts page 3 and 4).
 4. WLAC Enrollment FTES -- The chart shows enrollment has declined from 6,951 FTES in 2003-04 to 5,883 FTES in 2005-06. The low enrollment in 2005-06 was due to early Summer FTES to be accounted in 2006-07. Enrollment growth is the top priority for the current fiscal year. It is critical to achieve the funded base target at 6,483 FTES. Otherwise West will lose revenue for both 2005-06 and 2006-07.
 5. Expenditures comparison from 2002-03 to 2005-06 (actual) and 2006-07 (projection) -- Data shows that the salaries and benefits is about 95% of total unrestricted general fund, leaving only 5% discretionary fund for all other operation costs (refer to handout Page 5).
 6. Budget Cycle (32 Months Budget Cycle) -- The college planning and budget cycle is not clear. Need to develop a budget process and timelines. A proposal was distributed to the committee member for review (refer to handout page 6-7).
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- IV. FY 2005-06 ended the year with over a half million dollars deficit in unrestricted general fund.
 - V. FY 2006-07 allocation has been increased as compared to prior year. In addition, it provides one time block grant funds. The college will need to develop criteria and find the best way to use these funds. Also, the salary increase (COLA) is not included in the college budget and it needs to be addressed.
 - VI. Proposed item to bring for next meeting: Annual Planning and Budgeting timeline.