

COAST COMMUNITY COLLEGE DISTRICT
District Budget Advisory Committee Meeting Summary
District Board of Trustees' Room

November 14, 2013

CALL TO ORDER

Chancellor Andrew Jones called the meeting to order at 1:05 p.m. in the District Board Room and welcomed members.

Committee Members Present:

1. Andrew Dunn, Vice Chancellor, Finance & Administrative Services, District
2. Ann French, Classified Representative, CCC
3. Pedro Gutierrez, Academic Senate Representative, CCC
4. Ann Holliday, representing CFE
5. Andrew Jones, Chancellor, District
6. Tung Lampham, representing Student Representative, OCC
7. Christine Nguyen, Vice President, Administrative Services, CCC
8. Thuy Nguyen, Confidentials Representative, DIST
9. Rich Pagel, Vice President, Administrative Services, OCC
10. Joe Poshek, CDMA Representative, OCC
11. Kevin Riley, Classified Representative, OCC
12. Cheryl Stewart, Faculty Representative, CCC
13. Beth Sullivan, Student Representative, CCC
14. Paul Wisner, representing Vice President, Administrative Services, GWC

Committee Members Absent:

1. Lori Adrian, President, CCC
2. Wes Bryan, President, Golden West College, GWC
3. Denise Cabanel-Bleuer, Academic Senate Representative, OCC
4. Michael Carlucci, Coast CCA Representative
5. Gregg Carr, Academic Senate Representative, GWC
6. Susana Castellanos-Gaona, Classified Representative, GWC
7. Dennis Harkins, President, OCC
8. Jennifer LaBounty, Faculty Representative, OCC
9. Minesh Lakhani, Classified Representative, District
10. Kyle Murphy, Student Representative, GWC
11. Ann Nicholson, CFCE Designee Representative, OCC
12. Linda York, Faculty Representative, GWC

Guests

1. Rachel Kubik, OCC
2. Daniela Thompson, District

Overview of District Budget Advisory Committee (DBAC)

Discussion:

- As part of a periodic review of the charge and membership of the District Budget Advisory Committee, **Vice Chancellor Dunn** discussed a PowerPoint presentation entitled, "Overview of District Budget Advisory Committee."
- DBAC commenced in February 2009 by former Chancellor **Ding-Jo Currie** to serve as a collective thinking group of all District constituencies to create an enhanced district-wide, state-wide, and nation-wide budget perspective. The committee was also to provide linkage between the District and colleges for budget planning. The committee was *not* to serve as a forum for negotiations or a place to advocate.
- DBAC is composed of 26 members:
 - (1) Chancellor
 - (1) Vice Chancellor of Finance & Administrative Services
 - (3) College Presidents
 - (3) College Vice Presidents of Administrative Services
 - (3) Academic Senate Presidents
 - (6) Two members appointed from each college's Budget Planning Committee – one faculty and one classified
 - (1) District-site Classified Representative
 - (5) Representatives from Employee Representative Groups
 - Coast Federation of Educations (CFE)
 - Coast Community College Association (CCA)
 - Coast Federation of Classified Employees (CFCE)
 - Coast District Management Association (CDMA)
 - Associate of Confidential Employees (ACE)
 - (3) Students appointed by each college's student body governments
- The charge of DBAC is to receive and disseminate information related to budget matters to the colleges and all constituencies, to provide input and recommendations on budget planning to the Chancellor, and to bring forward new innovations and models as they emerge.
- To fulfill its role as an advisory body, DBAC may discuss budgetary issues and the related impact on District operations. This may include issues that touch upon compensation of bargaining unit members so long as it does not cross the line into negotiating or bypass the union by dealing directly with unit members.
 - DBAC may *not* make specific recommendations on mandatory subjects of bargaining, or advocate for a particular course of action or direction on an item that belongs at the bargaining table.
 - An employer may *not* communicate directly with employees to undermine or derogate the representative's exclusive authority to represent unit members.
 - To avoid bypassing or undermining the Union, DBAC will *not* seek modifications of a Collective Bargaining Agreement or advocate the relative merits of a particular topic in order to create a new policy of general application, or obtain a waiver or modification of existing policies applicable to those employees.
 - DBAC may make a general recommendation along these lines: "the District and the employee representatives should consider possible changes to ____."
- **Vice Chancellor Dunn** informed that statutory regulations determine much of the development of the annual budget calendar. Each January, the Governor presents a proposed state budget for the upcoming fiscal year that begins in July, and a statewide budget workshop is held in Sacramento. Using this data, District budget planning begins and a presentation is made in February to the District Board of Trustees. Each May, the Governor submits an update to January's proposed statewide budget, known as the May Revise. This is a refinement of data, as more tax information is now available. At the District level, in order to operate for the next fiscal year, a tentative District budget is presented each June for adoption by the Board of

Trustees. The District's final budget must be adopted by the Board of Trustees by September 15 of each year.

- Factors that are considered in scheduling DBAC meeting dates are key budget dates at the state and local level, and the District Board of Trustees' meeting dates. Some DBAC meeting dates may occur on faculty non-duty days; every effort will be made to avoid scheduling meetings on these days or during the first week of classes, if possible.
- A discussion ensued about state-funded Cost of Living Adjustment (COLA) and Access (formerly called growth). COLA funds come to the District as an entitlement, whereas Access funding must be earned by meeting Full-Time Enrollment Student (FTES) targets. Since Coast intentionally utilized stabilization as a budget-saving strategy last year, we now have achievable, but aggressive, growth targets this year. If needed, summer FTES can be borrowed to achieve targets; however, that will place a challenge on meeting the following year's growth target.
- The issue of the deficit factor from the state was brought up. **Vice Chancellor Dunn** informed that the District historically has not treated the deficit as an ongoing expense, but as a one-time factor, and does not think the deficit will become a permanent reduction in base funding. Administrative Director of Fiscal Affairs **Daniela Thompson** noted that state representatives indicate the deficit is caused by a continuous cash flow problem, and she said it is unlikely that these deficit funds will come to us.
- **OCC Vice President Pagel** suggested that the three colleges bring their year-end budget committee process to DBAC for comparison and discussion.
- In response to an inquiry about FTES targets for sister Orange County community colleges, it was noted that competition may increase due to eligibility criteria for the Board of Governor (BOG) waivers, and the College Scorecard developed by the U.S. Department of Education that offers a myriad of information including costs, graduation rates, loan default rates, etc. About 45 percent of Coast students come from outside the District's boundaries.
- **Chancellor Jones** noted that circumstances may cause us to think about different approaches to delivering student success at the highest level. For example, he offered if there might be merit in consolidating programs by district rather than by colleges within each district, so that each of the four Orange County community college districts is able to take advantage of strengths in a cost-effective way.

ACTION:

- The December 12, 2013 DBAC meeting was cancelled.
- 2014 DBAC meeting dates have been adjusted to:
 - February 6 (after the Governor's statewide budget proposal)
 - April 10
 - May 22 (after the May Revise)
 - June 12 (tentative, to review the District's tentative budget)
 - August 21 (tentative, to review the District's final budget)
 - November 20.

NEXT MEETING DATE:

The next meeting will be held February 6, 2014, at 1:00 p.m. in the District Board Room.

The meeting adjourned at 1:48 p.m.

Recorded by Nancy Sprague