

Planning and Budget Committee Meeting

DRAFT MINUTES rev1

Meeting date **May1, 2020** | Time **12:30PM** | Meeting location **District Office Board Room**

Meeting called by VC of Business Services
Type of meeting Planning & Budget
Tri-Chairs Doug Roberts, Rajeev Chopra & Cathy Gould
Note taker Dawn Neideffer
Timekeeper Doug Roberts

Attending: Doug Roberts, Cathy Gould, Rajeev Chopra, Theresa Fleischer Rowland, Dale Wagoner, Rajinder Samra, Anette Raichbart, Jeff Drouin, Thomas Orf, Miguel Colon, Sarah Thompson, Trish Shannon, Noell Adams, David Rodriquez, Michelle Nava-Diaz, Rosalie Roque, Sui Song, Mujeeb Dadgar, Samantha Kessler, Bruce Griffin, Tamica Ward, Cheryl Mackey, Elsa Saenz, Dave Fouquet, Dyrell Foster, Julia Dozier, Kirti Reddy, Guisselle Nunez, Cynthia Gordon da Cruz, Susan Sperling, Ashley Young and Dawn Neideffer

AGENDA TOPICS | MEETING COMMENCED AT 12:33

Time allotted | **2 min** | Agenda topic **1.0 Welcome Guests and Quorum Check** | Presenter **Doug**

Discussion All welcomed.

Conclusion Quorum met with 14 voting members present, excluding Doug.

Action items

None noted

Time allotted | **2 min** | Agenda topic **2.0 Approve Today's Agenda** | Presenter **Doug**

Discussion Agenda reviewed, no discussion had.

Conclusion Doug asked for a motion to approve. Rajeev moved, Dale seconded. Agenda is approved, unanimously.

Action items

1. Agenda approved, unanimously

Time allotted | **3 min** | Agenda topic **3.0 Approve Previous Minutes** | Presenter **Doug**

Discussion No discussion had.

Conclusion Doug asked for a motion to approve, Miguel moved, Thomas seconded. Minutes are approved, unanimously.

Action items

1. Minutes approved, unanimously

Time allotted | **5 min** | Agenda topic **4.0 Vote on PBC Dates** | Presenter **Doug**

Discussion

The PBC meeting schedule was reviewed. It was deemed critical for this group to meet over the summer and winter breaks for planning. Additional meetings dates were discussed, then added to PBC's regular meeting schedule.

Conclusion

The revised meeting schedule includes June 4, 2020, July 2, 2020, August 6, 2020, December 4, 2020 and January 22, 2021. Doug asked for a motion to approve, Thomas moved, William seconded. FY20-21 PBC calendar with revisions is approved, unanimously.

Action items

1. [20-21FY PBC calendar](#) approved with additional dates, unanimously

Time allotted | **30 min** | Agenda topic **5.0 Budget Update with Recommendation to Chancellor: Adjunct Budget Augmentation Funded from Rollback Reserve for 2019-20 and 2020-21** | Presenter **Doug**

Discussion

Doug reviewed the presentation, [Working Draft – May Budget Update](#). The Governor's Budget proposed a funding increase to the community college system of approximately \$317.7M; \$283.7M of policy adjustments are ongoing since January; total one-time net adjustments total \$34M. For January's proposed capital outlay funding, CLPCCD gets \$674,000 in a 50-50 match-funding match, this is for Chabot, building 3000 M&O Warehouse & Garage. The State's SCFF Oversight Committee is extending the "hold harmless" period through 2022-23; further study of low income student vs regional cost of living factor is needed before additional changes to the SCFF. There will be a reintroduction of deficit spending; the State will have to consider sizable ongoing reductions to major programs. More information on workload budgets, the State Chancellor's Office Advocacy, economic prognoses and lessons from the last recession are in the [Working Draft - May Budget Update](#). Conversation about deficit spending ensued. Currently CLPCCD has an 8% fund balance with another \$7.4M in rollback reserve; the Colleges have a little reserve; monies are still owed to Colleges from EDCE. We will be adding to rollback reserve, increasing it to \$4M; we should have enough in SCFF roll back reserve and still have an 8% fund balance. A lot depends on what the State does with the rainy-day fund; \$480M is used to backfill Prop 98; overall rainy-day fund is almost \$17B; how much of the rainy-day fund the State is willing to use in one year is unknown. Next for discussion, Doug reviewed the BAM steps 1-7 with [Revenue Allocation Model 20-21 and Tentative Budget](#). Convocation and the other line items are budgeted on actual expenses from 2018-19 and 2019-20. A large expense is RUMBL. Resources that were distributed went up \$1M. Another difference from the last budget update is the elimination of the 2.29% COLA increase. In 2018-19, PBC approved the augmentation to the adjunct faculty shortfall with rollback revenues. Doug asked if the PBC would recommend to the Chancellor to do the same for the shortfall to the adjunct faculty budget in the current tentative budget. Doug would like PBC to go on record

recognizing the shortfall and the need to augment the budget. Others expressed the desire to take the budget shortfall back to the college counsels and committees to work on a solution. Doug reviewed [Step 3A Expenses](#).

Conclusion

Expect an August revise for 20-21 State budget. Doug asked for a motion to approve the recommendation to augment the 19-20FY adjunct faculty budget; Noell moved and Dale seconded; motion is approved, unanimously. Doug asked for a motion to approve a recommendation to augment the 20-21FY adjunct budgets by \$3,351,747; motion moved by Dale and seconded by Miguel. Motion denied.

Action items

1. Recommendation to the Chancellor to augment the 1919-20FY adjunct faculty budgets' shortfall, approved, unanimously.
2. Recommendation to the Chancellor to augment the 1920-21FY adjunct faculty budgets' shortfall, denied:
Yes: 6, No: 8, Abstentions: 0

Time allotted | 20 min | Agenda topic 6.0 Recommendation for Spring SCFF Project Proposals | Presenter Doug

Discussion

SCFF Proposal Subcommittee and FFC vetted the proposals brought to the PBC. Rajeev asked about the reimbursement factor on the CalFresh proposal; discussion ensued. Miguel made a motion to approve all three proposals; Doug asked for oppositions or abstentions and there were none.

Conclusion

A recommendation to the Chancellor to fund the three, spring SCFF project proposals is approved, unanimously.

Action items

1. Recommendation to the Chancellor to fund three SCFF projects approved, unanimously

Time allotted | 15 min | Agenda topic 7.0 Information for an Updated Email System | Presenter Bruce

Discussion

Bruce volunteered to table this item until the June meeting.

Conclusion

Information for an updated-email system is tabled until the next meeting.

Action items

None noted

Time allotted | 10 min | Agenda topic 8.0 Recommendation for Dissolution of FFC | Presenter Doug

Discussion

Due to time constraints, the group decided to move this item to June meeting.

Conclusion

The recommendation to dissolve the FFC is tabled until the next meeting.

Action items

None noted

Time allotted | **25 min** | Agenda topic **9.0 Recommendation for Irrevocable Trust** |
Presenter **Doug**

Discussion Doug reviewed information about OPEB and establishing an irrevocable trust. This trust would have a board of authority. Trusts are long-term and a good investment opportunity. A sizable return on investment is anticipated.

Conclusion Rajeev made a motion to approve the recommendation to the Chancellor and for an irrevocable trust, Miguel seconded; motion approved unanimously.

Action items

1. A recommendation to the Chancellor for an Irrevocable Trust for OPEB is approved, unanimously

Time allotted | **5 min** | Agenda topic **10.0 Report-out from PRMG** | Presenter **Doug**

Discussion Due to time constraints, a Report-out from PRMG will be moved to the June 4, 2020 meeting.

Conclusion A report-out from PRGM tabled until the next meeting.

Action items

None noted

Time allotted | **3 min** | Agenda topic **11.0 Future Agenda Items** | Presenter **All**

- a) Designated Program Review
- b) Report-out from Charge of PBC Taskforce
- c) ESS-SCFF Reporting Guideline
- e) Information about an email system
- f) Augmenting the adjunct budget/13XX split
- g) Report-out from PRMG
- h) Recommendation for the dissolution of FFC

Summary of Actions Items:

1. Agenda approved, unanimously
2. Minutes approved, unanimously
3. [20-21FY PBC calendar](#) approved, with revisions, unanimously
4. Recommendation to the Chancellor to augment the adjunct faculty budget denied: Yes: 6, No: 8
Abstentions: 0
5. Recommendation to Chancellor to fund three spring, SCFF projects approved, unanimously
6. Recommendation to the Chancellor to create an irrevocable trust for OPEB approved, unanimously

Meeting adjourned at 3:02