



**BUDGET COMMITTEE**  
**MEETING NOTES**

October 7, 2008

The regular meeting of the Cuyamaca College Budget Committee was held on Tuesday, October 7, 2008 at 2:00 p.m. in the President's Conference Room.

**Members Present:** Dr. Cristina Chiriboga, Jan Ford, Sharron Hamlett, Lyn Neylon, Chris O'Byrne, Arleen Satele and Mike Wangler

**Members Absent:** Cheryl Houston

**1. State Budget Update** - Dr. Chiriboga opened the meeting and began the discussion on the budget for 2008-09. Questions arose about faculty and non-faculty positions. VP Satele informed the Committee members that there is a master list in each area – faculty, classified, and administration, with priority and funding differences in each. The Governing Board commitment is for \$300,000 allocated for instructional faculty, and \$100,000 allocated for classified positions. If the College experiences growth this year our new FTES will be higher next year, which will help us fund new positions and operating costs at that time.

*08/09 Budget -  
State Budget  
Update*

VP Satele stated that there were no updates to the State Budget this week. The District is expected to receive an allocation of \$1,225,780 from the state tax backfill of \$75 million. There is talk about the Governor and legislators meeting again to discuss California's financial estimates. The State considers all of their figures as "rough estimates" and, according to Diane Brady from the State Finance Office; none of them are final yet. Not having final figures at this late date makes it extremely difficult for us to plan. We have already planned for the 3% deficit factor, so hopefully we will not have to reduce the budget further during mid-year. Once again, Dr. Chiriboga gave kudos to VP Satele for her excellent work in tracking all the changes and challenges of the budget process.

**2. Adoption Budget Update** - VP Satele distributed *Handout #1 (green)* – FY 08/09 FTES Estimates, which is the latest information from the Adoption Budget Workshop on Monday, October 6<sup>th</sup>. The College's growth is funded at 2.19%, or 405 FTES. The College's new FTES Goal for 08/09 is 5,799, which means we need to grow by 151 FTES.

*Adoption Budget  
Update*

*Handout #2 (blue)* is the revised AB Income Allocation Formula. There was thorough discussion about this information as the Committee was brought up to date on the latest information.

*Handout #3 (yellow)* was the Expenditure Statement – Unrestricted General Fund for the College. There was much discussion over this spreadsheet.

Lastly, *Handout #4 (white)* was distributed - the PowerPoint presentation to be given this afternoon by the President at the Governing Board Adoption Budget Workshop at 4:00pm in the Student Center. Cuyamaca's presentation will include the Plans Which Guide the Budget Process (slide #2), namely:

- Strategic Plan 2004-10
- Annual Implementation Plan
- Academic & Technology Master Plans
- Student Services Master Plan

The presentation also includes slide #4, which details the Budget Planning Process:

- Budget Committee outlines criteria for budget planning.
- College FTES goals disseminated through collegial consultation process.
- College baseline operational expenses identified (contract & instructional hourly salaries, benefits and operating expenses).
- President's Cabinet identifies essential functions for all units in light of FTES goals and Academic & Student Service Master Plans.
- Budget Committee in collaboration with President's Cabinet reviewed the adoption budget including reduction strategies.

Meeting adjourned at 3:07 pm.

*Adjournment*