



BUDGET COMMITTEE
MEETING NOTES

September 16, 2008

The regular meeting of the Cuyamaca College Budget Committee was held on Tuesday, September 16, 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, Barbara Takahashi (Cheryl Redeagle took minutes)

Dr. Chiriboga opened the meeting and began the discussion on the State budget for 2008-09. There is a possibility that the State will use early tax collections for the budget. Additionally, there was a District memo attached, and Vice President Satele discussed it with the Committee members. The College is still planning a 3% deficit, and planning for 2% growth.

FY 08/09 FTES

With respect to expenditure reductions and increases, the 2008-09 budget includes all full-time faculty 2-year salary adjustments, but we will need more clarification about instructor hourly increases. Both colleges had let the District know what positions they are freezing. The District released benefits, and sabbaticals are being adjusted.

VP Satele discussed the next steps and assumptions of the District Budget. The distributed handouts addressed:

- FTES: Goal of 18,508 (funded FTES), Base for entire district.
- Allocation formula new goal for Cuyamaca College this year: 5,788
- Actual growth last year: 5648 FTES - need to grow 140 FTES this year - 2.40%

Budget Calendar: VP Satele reviewed the upcoming meetings schedule.

*FY 08/09 Adoption
Budget
Budget Calendar
Adoption Budget
Formula
Budget Shortfall*

Income allocation formula: Our income allocation is based on FTES goals: where resident students number 5,788, and non-resident students (international students) number 87.

VP Satele reviewed the State revenue with the Committee members. The State program income (denoted “A” at bottom of handout) is the total from all credit and noncredit counts.

The expenses and site holding accounts were displayed on the salmon colored handout. Employee benefits included Kaiser and Direct Health and total \$5.2 million.

The purple handout indicates the Ending Balance Summary. There was an operational budget of \$27 million last year, with expenses totaling \$26,424,162. The ending balance shows a savings of \$831,581, which we will be carrying over for revenue for expenses that have to be paid. We are relying on this ending balance to roll over until next year. The amount of \$557,591 has been budgeted for instructional hourly and utilities. The net ending balance is \$0.

The yellow handout showed the draft of the Tentative Budget vs. Adoption Budget. The baseline breakdown details were given at the bottom of the page. It included contract salaries, benefits holding, hourly faculty, and operational expenses; 84% of this budget is made up of salaries, benefits, and adjunct faculty. There are mandatory increases from the Tentative Budget to the Adoption Budget, and a total shortfall of \$1.7 million.

Proposed in the Adoption Budget is reduction freeze for travel and hiring. VP Satele is looking at every position to see if it can be delayed or frozen. Twenty-three positions total \$862,951 of frozen savings.

Other proposed Adoption Budget adjustments included:

- Cuts to President's Contingency Account, Instruction, Student Services, and Administrative Services.
- Specific strategies: (a) reduce off-site printing with a modified schedule, and (b) reduce advertising/promotion.
- Printing only a limited number of catalogs.

A question was asked about what type of cost saving measures can be used to offset our costs. It was suggested that there be a recognition reward for a campus-wide contest concerning ideas to conserve energy and utilities costs. Furloughs for staff were discussed, but would involve negotiations.

Meeting adjourned at 3:00 pm.

Adjournment