

BUDGET COMMITTEE

MEETING AGENDA

May 20, 2020

3:00 p.m.



Location: Zoom Video Conferencing

Time: 3:00 p.m. – 4:30 p.m.

Committee Members:

Morris Rodrigue, Chair	Gary Nellesen	Brandon Gillett	Vivian Ruiz (Notes)
Joan Sholars, Co-Chair	Vicki Greco	Lisa Romo	
Audrey Yamagata-Noji	Tamra Horton	Jaeseung "Andy" Shin (Student)	
Richard Mahon	Vacant (Faculty)	Kian Bidari (Student)	
Rosa Royce	Anthony Stanisci	Doug Jenson	

AGENDA ITEMS:

1. **Agenda Check**
2. **Review the Budget Committee Meeting Summary of May 6, 2020**
3. **Budget Committee Goals and Progress Report 2019-20 - Due to PAC June 1st**
4. **May Revision**
5. **Updated Final Budget Timelines**
6. **Budget Reduction Strategies**
7. **2020-2021 Tentative Budget**

FUTURE BUDGET COMMITTEE MEETINGS (3:00 p.m. – 4:30 p.m.):

June 3, 2020

June 17, 2020

The committee does not meet during Summer or Winter Intersessions, unless needed.

**Mt. San Antonio College
Budget Committee Summary of
May 20, 2020
Location: Zoom Video Conferencing
Time: 3:00 p.m. – 4:30 p.m.**

Committee Members[14]:

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|---|--|---|---|
| <input checked="" type="checkbox"/> Morris Rodrigue- Co-Chair | <input checked="" type="checkbox"/> Gary Nellesen | <input checked="" type="checkbox"/> Brandon Gillett | |
| <input checked="" type="checkbox"/> Joan Sholars, Co-Chair | <input checked="" type="checkbox"/> Vicki Greco | <input type="checkbox"/> Lisa Romo | <input checked="" type="checkbox"/> Vivian Ruiz (Notes) |
| <input checked="" type="checkbox"/> Audrey Yamagata-Noji | <input checked="" type="checkbox"/> Tamra Horton | <input type="checkbox"/> Jaeseung “Andy” Shin (Student) | |
| <input checked="" type="checkbox"/> Richard Mahon | <input type="checkbox"/> Vacant (Faculty) | <input type="checkbox"/> Kian Bidari (Student) | |
| <input checked="" type="checkbox"/> Rosa Royce | <input checked="" type="checkbox"/> Anthony Stanisci | <input checked="" type="checkbox"/> Doug Jenson | |

ITEM	DISCUSSION/COMMENTS	ACTION/OUTCOME
1. Agenda check	Agenda checked.	Agenda approved.
2. Review the Budget Committee Meeting Summary of May6, 2020	The Budget Committee Meeting Summary of May 6, 2020, was reviewed and approved.	Meeting summary approved.
3. Budget Committee Goals and Progress Report 2019-20	<p>The Budget Committee discussed and agreed upon the following goals and completed outcomes/accomplishments:</p> <p>Goal # 1: Committee website up-to-date. The Budget Committee website is kept accurate, complete, and current. The Budget Committee meeting summaries are posted on the website in a timely manner.</p> <p>Goal # 2: Review, evaluate, and make recommendations for the OPEB Trust (Retirees Health Benefits). The Budget Committee discussed the College practice to contribute \$2,500,000 annually to the OPEB Trust and to pay the retiree health premiums from interest earned on the OPEB Trust.</p> <p>Goal #3: Review, evaluate, and make recommendations for the PERS/STRS Trust. The Budget Committee reviews and makes recommendations for the PERS/STRS Trust.</p> <p>Goal #4: Communicate about budget issues to the campus and community.</p>	Accreditation Standard IIID.

	<p>The Budget Committee members communicate with their respective constituents. The committee’s website includes meeting summaries, and is kept updated with the latest budget information.</p> <p>Goal #5: Review, evaluate, and make recommendations to align the budget processes with the Sustainability and Climate Action Plan.</p> <p>The Budget Committee does not have any completed outcomes/accomplishments to report.</p> <p>Goal #6: Evaluate the role of the Budget Committee and the planning processes of the College, in collaboration with the Institutional Effectiveness Committee.</p> <p>Both committees have set up liaisons between the committees. The purpose of liaisons is to better integrate planning on campus. Both committees have collaborated on the Planning for Institutional Effectiveness.</p>	
<p>4. May Revision</p>	<p>Morris Rodrigue provided the key elements for the May Revision:</p> <ul style="list-style-type: none"> • Each May, the California Governor’s proposes a budget that is updated on the latest economic forecast. Due to the coronavirus crisis the budget changed drastically from the January Governor’s proposal. • Temporary reduction in STRS/PERS employer contribution rates for 2020-21 and 2021-22. • Deferral of \$330 million from 2019-20 to 2020-21. • Deferral of \$662 million from 2020-21 to 2021-22. • Approximate 7.7% SCFF reduction to the 2019-20 P-1 Base Apportionment. • Reduction to the Strong Workforce Funding of approximate 55%. • Reduction to the Student Equity and Achievement Program (SEAP) of approximate 15%. • Continue funding Prop 51 State Bond Projects. • Reduced reductions if federal funds become available 	<p>Accreditation Standard IIID.</p>

<p>5. Updated Final Budget Timelines</p>	<p>The final budget timeline is extended to October 31, 2020, along with audits and other financial reporting.</p>	<p>Will continue to monitor updates from the Department of Finance for potential adjustments as part of the Budget Bill Jr. at the end of October.</p>
<p>6. Budget Reduction Strategies</p>	<p>Due to budget reductions over the next two to three years, the initial planning strategies discussion include:</p> <ul style="list-style-type: none"> • Reduce cost by establishing a hiring frost during which only limited hiring and filling of vacant positions will be authorized. • Budget and expenditure analysis of 3-year data to identify unused allocations that can be reduced. Each department manager will need to justify their budget line items. • Exploring a plan on how to tap into the STRS/PERS Trust. 	<p>Accreditation Standard IIID.</p> <p>Morris will be creating a strategy plan how to tap into the STRS/PERS Trust and will bring it back to the committee.</p>
<p>7. 2020-2021 Tentative Budget</p>	<p>Rosa Royce presented the 2020-2021 Tentative Budget:</p> <ul style="list-style-type: none"> • The current 2019-2020 budget is based on the P1 allocation at \$197 million with a short fall of \$7 million. • The SCFF FTE credit rate was adjusted in April 2020. The rate was reduced from \$4,014 to \$4,009. This resulted in an apportionment reduction to Mt. SAC estimated at \$113,910. Other rates for the SCFF stayed at the February 2020 levels. • Until we receive more information from the Chancellor's Office the P1 allocation for the 2020-21 fiscal year is estimated at \$181 	<p>Accreditation Standard IIID.</p>

	<p>million, which already includes a short fall of \$15 million (\$593 million statewide).</p> <ul style="list-style-type: none">• The State of California is allowing every district to apply for emergency conditions funding. If FTEs did not reach the projected P1 funds the state will guarantee funding at the same level.	
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Accreditation Standard - IIID. Financial Resources—Plans and manages financial affairs with integrity and in support of all institutional planning.

FUTURE AGENDA ITEMS

- **Budget Review and Development Guide – last updated September 2016.**

FUTURE MEETING DATES

- **June 3, 2020**
- **June 17, 2020**



Committee Goals and Progress Report 2019-20

Committee name: Budget Committee

Name of person completing the report: Vivian Ruiz

Instructions: Due by **October 1, 2019**: Columns 1 and 2
 Due by **June 1, 2020**: Column 3
 Please enter your committee's outcomes and accomplishments in Column 3 and submit electronically to bhebert3@mtsac.edu (on behalf of the President's Advisory Council).

(EXPAND AS NECESSARY)

Committee Goal	Link to College Goal #	Completed Outcomes/Accomplishments (descriptive bullet list)
GOAL #1: Committee website up-to-date	8, 12, 14	
GOAL #2: Review, evaluate, and make recommendations for the OPEB Trust (Retirees Health Benefits).	7	
GOAL #3: Review, evaluate, and make recommendations for the PERS/STRS Trust.	7	
GOAL #4: Communicate about budget issues to the campus and community.	8, 9, 13, 14	
GOAL #5: Review, evaluate, and make recommendations to align the budget processes with the Sustainability and Climate Action Plan.	11	

GOAL #6:	Evaluate the role of the Budget Committee and the planning processes of the College, in collaboration with the Institutional Effectiveness Committee.	11	
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