

BUDGET COMMITTEE

MEETING AGENDA

October 20, 2021

3:00 p.m.



Location: Zoom Video Conferencing

Time: 3:00 p.m. – 4:30 p.m.

Committee Members:

Morris Rodrigue, Chair
Mary McGuire, Co-Chair
Audrey Yamagata-Noji
Kelly Fowler
Doug Jenson

Rosa Royce
Gary Nellesen
Emily Woolery
Traci Ebue
Phil Wolf

Manny Marquez
Brandon Gillett
Lisa Romo
An Ha (Student)
Lyda Im(Student)

Guest:
Vivian Ruiz (Notes)

AGENDA ITEMS:

1. **Agenda Check**
2. **Review the Budget Committee Meeting Summary of October 6, 2021**
3. **Budget Committee Goals and Progress Report (discussion continued from 10/6/21)**
4. **Review Purpose and Function (discussion continued from 10/6/21)**
5. **Student Centered Funding Formula (SCFF) and Local Budgeting (discussion continued from 10/6/21)**

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

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

November 3, 2021

November 17, 2021

December 1, 2021

December 15, 2021

March 2, 2022

**Mt. San Antonio College
Budget Committee Summary of
October 20, 2021
Location: Zoom Video Conferencing
Time: 3:00 p.m. – 4:30 p.m.**

Committee Members[15]:

- | | | | |
|---|---|---|---|
| <input checked="" type="checkbox"/> Morris Rodrigue- Co-Chair | <input checked="" type="checkbox"/> Rosa Royce | <input checked="" type="checkbox"/> Brandon Gillett | |
| <input checked="" type="checkbox"/> Mary McGuire, Co-Chair | <input type="checkbox"/> Gary Nellesen | <input checked="" type="checkbox"/> Lisa Romo | <input checked="" type="checkbox"/> Vivian Ruiz (Notes) |
| <input checked="" type="checkbox"/> Audrey Yamagata-Noji | <input checked="" type="checkbox"/> Traci Ebue | <input checked="" type="checkbox"/> Manny Marquez | |
| <input type="checkbox"/> Kelly Fowler | <input checked="" type="checkbox"/> Emily Woolery | <input checked="" type="checkbox"/> An Ha (Student) | |
| <input type="checkbox"/> Doug Jenson | <input checked="" type="checkbox"/> Phil Wolf | <input checked="" type="checkbox"/> Lyda Im (Student) | |

ITEM	DISCUSSION/COMMENTS	ACTION/OUTCOME
1. Agenda check	Agenda checked.	Agenda approved.
2. Review the Budget Committee Meeting Summary of October 6, 2021	The Budget Committee Meeting Summary of October 6, 2021, was reviewed and approved.	Meeting summary approved.
3. Budget Committee Goals and Progress Report (discussion continued from 10/6/21)	<p>The Budget Committee discussed and agreed upon the following changes:</p> <p><u>Add the following underlined wording:</u></p> <p>Goal#2 <u>Develop an understanding of the budget</u> and Communicate about budget issues to the campus and community.</p>	<p>Accreditation Standard - IIID.</p> <p>Approved by the Budget Committee and submitted to PAC by November 5th.</p>
4. Review Purpose and Function (discussion continued from 10/6/21)	<p>The Budget Committee discussed and agreed upon the following changes:</p> <p><u>Remove the following strikethrough wording:</u></p> <p>Function#4 Evaluate the College budget models using an ongoing and systematic cycle of evaluation, integrated planning, resource allocation, implementation, and re-evaluation (ACCJC Standard I.B.3).</p>	<p>Accreditation Standard - IIID.</p> <p>Approved by the Budget Committee and submitted to PAC by November 5th.</p>

<p>5. Student Centered Funding Formula (SCFF) and Local Budgeting (discussion continued from 10/6/21)</p>	<p>Morris continued the discussion on the Student Centered Funding Formula (SCFF). The following were highlights of the discussion:</p> <p>Currently, the college is protected by the 2021-22 Emergency Condition due to FTE loss. The state funds in 3 levels:</p> <ul style="list-style-type: none"> ➤ SCFF ➤ Stability ➤ Hold Harmless <p>The projected data assumes that 15% of credit FTEs decline will gradually recover, and the 1,000 noncredit decline with gradual recovery. The Total Computation Revenue (TCR) will increase with COLA.</p>	<p>Accreditation Standard - IIID.</p>
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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

The committee does not meet during summer or winter Intersessions, unless needed.

- November 3, 2021**
- November 17, 2021**
- December 1, 2021**
- December 15, 2021**
- March 2, 2022**

**California Community Colleges
2020-21 Second Principal
Mt. San Antonio CCD
Exhibit C - Page 1**

Total Computational Revenue and Revenue Sources	
Total Computational Revenue (TCR)	
I. Base Allocation (FTES + Basic Allocation)	\$ 148,528,359
II. Supplemental Allocation	34,975,512
III. Student Success Allocation	16,088,792
	2020-21 Student Centered Funding Formula (SCFF) Calculated Revenue (A) \$ 199,592,663
	2019-20 SCFF Calculated Revenue + COLA (B) 197,132,195
	2020-21 Hold Harmless Revenue (C) 187,112,691
	2020-21 Stability Protection Adjustment -
	2020-21 Hold Harmless Protection Adjustment -
	2020-21 TCR (Max of A, B, or C) \$ 199,592,663
Revenue Sources	
Property Tax	\$ 61,661,014
Less Property Tax Excess	-
Student Enrollment Fees	8,644,584
Education Protection Account (EPA)	53,163,113
State General Fund Allocation	74,912,814
State General Fund Allocation	
General Fund Allocation	\$ 73,003,123
Full-Time Faculty Hiring (FTFH) Allocation (2015-16 Funds Only)	1,909,691
Total State General Fund Allocation	\$74,912,814
Adjustment(s)	-
Total State General Fund Allocation	\$74,912,814
	Available Revenue \$ 198,381,525
	2020-21 TCR (Max of A, B, or C) 199,592,663
Revenue Deficit Percentage	0.6068%
Revenue Deficit	\$ (1,211,138)

Supporting Sections

Section Ia: FTES Data and Calculations									
variable	a	b	c	d	e	f = b + c + d + e	g = f (except credit = (a + b + f)/3)	h	i = g + h
FTES Category	2018-19 Applied #3	2019-20 Applied #3	2020-21 Restoration	2020-21 Decline	2020-21 Adjustment	2020-21 Applied #1	2020-21 Applied #2	2020-21 Growth	2020-21 Funded
Credit	24,629.82	24,629.82	-	-	-	24,629.82	24,629.82	-	24,629.82
Incarcerated Credit	-	-	-	-	-	-	-	-	-
Special Admit Credit	153.26	145.51	-	-	-	145.51	145.51	-	145.51
CDCP	6,455.30	6,567.18	-	-	-	6,567.18	6,567.18	-	6,567.18
Noncredit	1,455.67	1,569.69	-	-	-	1,569.69	1,569.69	-	1,569.69
Total FTES=>>>	32,694.05	32,912.20	-	-	-	32,912.20	32,912.20	-	32,912.20
Total Values=>>>		\$141,785,852	\$0	\$0	\$0				
Change from PY to CY=>>>		\$1,282,437							

variable	j = g x l 2020-21 Applied #2 Revenue	k = h x l 2020-21 Growth Revenue	l 2020-21 Rate \$	m = j + k 2020-21 Total Revenue	n 2020-21 Applied #0	o = f + h 2020-21 Applied #3	p = n - o 2020-21 Unfunded FTES	q = p x l 2020-21 Unfunded FTES Value
Credit	\$98,740,948	\$ -	\$4,009.00	\$98,740,948	24,858.73	24,629.82	228.91	917,700
Incarcerated Credit	-	-	\$5,621.94	-	-	-	-	-
Special Admit Credit	818,049	-	\$5,621.94	818,049	145.51	145.51	-	-
CDCP	36,920,312	-	\$5,621.94	36,920,312	6,632.06	6,567.18	64.88	364,736
Noncredit	5,306,543	-	\$3,380.63	5,306,543	1,569.69	1,569.69	-	-
Total	\$141,785,852	\$0		\$141,785,852	33,205.99	32,912.20	293.79	1,282,436
Total Value=>>>					\$143,068,289			

Section Ib: 2020-21 FTES Modifications						Definitions:
FTES Selected	r	s	t	u	n = s + t + u	19-20 App#3: 19-20 App#1 plus 19-20 Growth, is the base for 20-21 20-21 App#0: Reported R1 FTES with COVID-19 and other ECA and statutory protections. These FTES are used in the calculations of the 20-21 funded FTES. 20-21 App#1: Base for 20-21 plus any restoration, decline or adjustment 20-21 App#2: FTES that will be funded not including growth 20-21 App#3: 20-21 App#1 plus Growth and will be used as the base for 21-22 20-21 Adjustment: Alignment of FTES to available resources. Change Prior Year to Current Year: 20-21 App#0 value minus 19-20 App#3 value and is the sum of CY restoration, decline, growth and unapplied values
COVID protection (yes)	PY 19-20 R1 FTES	Reported 320 CY 20-21 P2 FTES	Emergency Conditions Allowance (ECA)		2020-21 Applied #0	
2019-20 R1			COVID-19	Other		
Credit	24,858.73	23,416.66	1,442.07	-	24,858.73	
Incarcerated Credit	-	-	-	-	-	
Special Admit Credit	145.51	329.64	(184.13)	-	145.51	
CDCP	6,632.06	5,937.91	694.15	-	6,632.06	
Noncredit	1,569.69	985.93	583.76	-	1,569.69	
Total	33,205.99	30,670.14	2,535.85	-	33,205.99	

Section Ic: FTES Restoration Authority				
variable	v	w	y	z = (v + w + y) x l
FTES Category	2017-18	2018-19	2019-20	Total \$
Credit	-	-	-	\$ -
Incarcerated Credit	-	-	-	-
Special Admit Credit	-	-	-	-
CDCP	-	-	-	-
Noncredit	-	-	-	-
Total	-	-	-	\$ -

Section Id: FTES Growth Authority			
variable	aa	ab	ac = aa x ab
FTES Category	% target	2019-20 Applied #3 FTES	2020-21 Growth FTES
Credit	0.00%	24,629.82	-
Incarcerated Credit	0.00%	-	-
Special Admit Credit	0.00%	145.51	-
CDCP	0.00%	6,567.18	-
Noncredit	0.00%	1,569.69	-
Total		32,912.20	-

Total Growth FTES Value =>>>

Section Ie: Basic Allocation

District Type/FTES	Funding Rate	Number of Colleges	Basic Allocation	FTES	Funding Rate	Number of Centers	Basic Allocation
<u>Single College Districts</u>				<u>State Approved Centers</u>			
≥ 20,000	6,742,506.62	1	\$6,742,507	≥ 1,000	\$1,348,501.11	-	\$0
≥ 10,000 & < 20,000	5,394,005.51	-	-	<u>Grandparented Centers</u>			
< 10,000	4,045,502.28	-	-	≥ 1,000	1,348,501.11	-	-
<u>Multi-College Districts</u>				≥ 750 & < 1,000	1,011,375.57	-	-
≥ 20,000	5,394,005.51	-	-	≥ 500 & < 750	674,250.03	-	-
≥ 10,000 & < 20,000	4,719,754.42	-	-	≥ 250 & < 500	337,125.54	-	-
< 10,000	4,045,502.28	-	-	≥ 100 & < 250	168,563.83	-	-
<u>Additional Rural \$</u>	1,286,718.94	-	-	Subtotal			
Subtotal			\$6,742,507	\$0			
Total Basic Allocation							\$6,742,507
Total FTES Allocation							141,785,852
Total Base Allocation							\$148,528,359

Section II: Supplemental Allocation

Supplemental Allocation - Point Value \$948	Points	2019-20 Headcount	Rate	Revenue
AB540 Students	1	1,492	\$948	\$1,414,416
Pell Grant Recipients	1	12,161	948	11,528,628
Promise Grant Recipients	1	23,241	948	22,032,468
Totals		36,894		\$34,975,512

Section III: Student Success Allocation

All Students - Point Value \$559	Points	2017-18 Headcount	2018-19 Headcount	2019-20 Headcount	Three Year Average	Rate = Point Value x Points	Revenue
Associate Degrees for Transfer	4	784	965	1,193	980.67	\$2,236.00	\$2,192,771
Associate Degrees	3	1,382	1,646	1,407	1,478.33	1,677.00	2,479,165
Baccalaureate Degrees	3	0	0	0	-	1,677.00	0
Credit Certificates	2	253	334	244	277.00	1,118.00	309,686
Transfer Level Math and English	2	503	873	1,085	820.33	1,118.00	917,133
Transfer to a Four Year University	1.5	1,339	1,492	1,511	1,447.33	838.50	1,213,589
Nine or More CTE Units	1	4,963	5,252	4,808	5,007.67	559.00	2,799,286
Regional Living Wage	1	2,942	3,243	3,468	3,217.67	559.00	1,798,676
All Students Subtotal		12,166	13,805	13,716	13,229.00		\$11,710,306
Pell Grant Recipients - Point Value \$141							
Associate Degrees for Transfer	6	497	565	751	604.33	\$846.00	\$511,266
Associate Degrees	4.5	809	955	788	850.67	634.50	539,748
Baccalaureate Degrees	4.5	0	0	0	-	634.50	0
Credit Certificates	3	122	169	115	135.33	423.00	57,246
Transfer Level Math and English	3	194	323	420	312.33	423.00	132,117
Transfer to a Four Year University	2.25	738	803	804	781.67	317.25	247,984
Nine or More CTE Units	1.5	2,451	2,593	2,453	2,499.00	211.50	528,539
Regional Living Wage	1.5	935	1,040	1,145	1,040.00	211.50	219,960
Pell Grant Recipients Subtotal		5,746	6,448	6,476	6,223.33		\$2,236,860
Promise Grant Recipients - Point Value \$141							
Associate Degrees for Transfer	4	648	772	967	795.67	\$564.00	\$448,756
Associate Degrees	3	1,121	1,319	1,090	1,176.67	423.00	497,730
Baccalaureate Degrees	3	0	0	0	-	423.00	0
Credit Certificates	2	195	256	182	211.00	282.00	59,502
Transfer Level Math and English	2	283	499	667	483.00	282.00	136,206
Transfer to a Four Year University	1.5	976	1,121	1,090	1,062.33	211.50	224,684
Nine or More CTE Units	1	3,698	3,855	3,525	3,692.67	141.00	520,666
Regional Living Wage	1	1,626	1,825	1,955	1,802.00	141.00	254,082
Promise Grant Recipients Subtotal		8,547	9,647	9,476	9,223.33		\$2,141,626
Total Headcounts		26,459	29,900	29,668	28,675.67		
Total Student Success Allocation							\$16,088,792



Committee Goals and Progress Report 2020-21

Committee name: Budget Committee

Name of person completing the report: Vivian Ruiz

Instructions: Due by **November 5, 2021**: Columns 1 and 2
 Due by **June 1, 2021**: 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: Communicate about budget issues to the campus and community.	8, 9, 13, 14	
GOAL #3: Review, evaluate, and make recommendations to align the budget processes with the Campus Strategic Plan, including the Sustainability and Climate Action Plan.	11	
GOAL #4: Evaluate the role of the Budget Committee and the planning processes of the College, in collaboration with the Institutional Effectiveness Committee.	11	

GOAL #5: The Budget Committee will review the budgeting processes and procedures for equity, diversity, and inclusivity to recommend changes if needed to President's Advisory Council (PAC).	9	
Goal #6: Review Standard III.D and confirm areas where compliance can be improved and make recommendations to the Accreditation Steering Committee.	7,9,14	

BUDGET COMMITTEE

(Governance Committee – Reports to President’s Advisory Council)

Purpose

The Budget Committee is the primary governance body for developing, recommending, and evaluating policies and procedures for institutional planning as it relates to its integration of the budget process in all aspects of College finances.

Function

1. Evaluate and recommend changes to policies and procedures relating to overall resource allocation.
2. Develop, evaluate, and recommend related policies and procedures for budget development and review the current budget process for effectiveness.
3. Evaluate and recommend changes related to policies and procedures for allocating discretionary revenue.
4. Evaluate the College budget models using an ongoing and systematic cycle of evaluation, integrated planning, resource allocation, implementation, and re-evaluation (ACCJC Standard I.B.3).
5. Reports to President’s Advisory Council on the evaluation of the College budget policies and procedures and informs the campus about budget-related matters.
6. Monitor college-wide compliance with ACCJC Standard III.D, “Financial Resources.”

Membership (16)

	Position Represented	Name	Term
1.	Vice President, Administrative Services	(Co-Chair) Morris Rodrigue	ongoing
2.	Chief Compliance and College Budget Officer	Rosa Royce	ongoing
3.	Associate Vice President, Administrative Services	Doug Jenson	ongoing
4.	Management, one from Instruction (appointed by the Vice President, Instruction)	Kelly Fowler Irene Malmgren	ongoing <u>2019-22</u>
5.	Management, one from Facilities Planning & Management (appointed by the Vice President, Administrative Services)	Gary Nellesen	2021-24
6.	Management, one from Student Services (appointed by the Vice President, Student Services)	Audrey Yamagata-Noji	ongoing <u>2021-24</u>
7.	Faculty (appointed by the Academic Senate)	(Co-Chair) Mary McGuire Joan Sholars	2019-22
8.		Emily Woolery Mary McGuire	2020-23
9.		Traci Ebue	<u>2021-24</u> 2018-21
10.		Phil Wolf Vacant	2019-22
11.		Classified (appointed by CSEA 651)	Anthony Stanisci Manny Marquez
12.	Classified (appointed by CSEA 262)	Brandon Gillett	2019-22
13.	Confidentials (appointed by the Confidentials)	Lisa Romo	2019-22
14.	Students (appointed by the Associated Students)	Lyda Im Victoria Streitenberger	2020-21 2021-22
15.		An Ha Vacant	2020-21

			2021-22
16.	IEC Liaison (can cross over between IEC and Budget Committees)	Kelly Fowler Irene Malmgren	2019-22

Membership Meeting Times:

COMMITTEE TYPE	CO-CHAIRS	MEETING SCHEDULE	LOCATION	TIME
Governance	Morris Rodrigue/ Jean Sholars Mary MGuire	1 st and 3 rd Wednesdays of the month	Via Zoom	3:00-4:30 p.m.

Person Responsible to Maintain Committee Website:

Vivian Ruiz
vruiz6@mtsac.edu x5504

College Website Link and Last Time Website Was Updated:
www.mtsac.edu/governance/committees/budget

Current