

EL CAMINO COLLEGE Planning & Budgeting Committee
Minutes Date: February 20, 2020

√	Jose Anaya - Community Advancement	√	Ruben Sagastume - ASO, Student Rep
	Amy Grant - Academic Affairs		Gary Robertson - Campus Police
√	Iris Ingram – Co-Chair (non-voting)	√	Jackie Sims - Management/Supervisors
√	Ken Key – ECCFT		Greg Toya - Student Services
√	David Mussaw – ECCE	√	Josh Troesh – Academic Senate
	Vacant – Administrative Services	√	Viviana Unda – Co-Chair (non-voting)

Alternate Members: K. Iino

Support: J. Hinshaw, B. Atane, J. Shankweiler, S. Porter,

Other Attendees: Xingbo Zhao

The meeting was called to order at 1:05 p.m.

Changes to the this meeting agenda was changed and voted upon to include “Update on Planning” by Dr. Unda as the second item on the agenda.

1. Approval of Minutes – January 16, 2020
Minutes were approved

2. Update on Planning

Dr. Unda gave the committee an update on planning.

- We are trying to get the annual plan and budget to be linked so that there are not gaps.
- Update on the pilot group under Administrative Service – they have sent information on how to put their data into Nuventive, about the training session in May and they have the calendar for program review in coordination with annual planning.
- Strategic Plan 2020-23 was board approved. Performance indicators monitoring and progression based on guidance of the annual plan. The challenge is making equity a core component.
- Strategic Planning committee will be meeting on April 10 and May 22 to go through the KPI’s.
- Planning Summit will be on April 24, we will have guest speaker, Brad Phillips.
- Question was asked on the academic portion of Nuventive. Dr. Unda said they are talking with Academic Senate to set timelines. It will probably take a year to go through the process. It was noted that certain programs will be going through certification and they wanted to incorporate the information into planning.

3. Budget Presentation & Budget Process

- Iris gave a rough presentation of what she will discuss at the March 12th Town Hall meeting regarding budget. Not all of the information is in slides. Still waiting for P1 information from the State.
- Discuss the different sources of revenue for ECC
 - *Student Centered Funding Formula metrics, which have three component (Base allocation (FTES), Supplemental Allocation, and Student Success Allocation (how many degrees awarded).*
 - *Base allocation is a three-year average of the Total Computational Revenue (TCR) plus COLA (cost of living adjustment).*
 - *Discussing how we are at a hold harmless for the coming fiscal year and year after 2021-22.*

- Discuss the budget process – below is the State budget process:
 - *Advance Apportionment – mid July*
 - *Governor’s Proposed Budget - mid-January*
 - *First Principal Apportionment (P1) – late February*
 - *Recalculation (of prior Advance and P1)*
 - *Legislative Hearings - February • (Assembly & Senate Budget Committees)*
 - *Governor’s Budget Revisions (“May Revise”) – mid May*
 - *Second Principal Apportionment (P2) – June*
- Discuss ECC’ Budget Planning – below is the ECC budget process:
 - *Submission of College Plans and Unit Budgets – mid-April – put in the budget request to your dean and then it will go to VP. It will be consolidated into a larger list and brought to Cabinet for approval. Once approved items will be folded into the tentative budget by mid-June.*
 - *Communication coming from Fiscal Services*
 - *Review and prioritization by Cabinet*
 - *Incorporated into Tentative Budget Plan*
 - *Tentative Budget approval – by June 30th* Required by law*
 - *Fiscal Closing – July thru mid-August**
 - *Refinement of budgets and campus allocations*
 - *Communication to campus of final unit allocations (we will be publishing the approved allocation on the website. Currently, Marketing & Communication is looking at the best format to use for uploading information on to the webpage).*
 - *Final Adopted Budget Approval – September**
- Discuss the Governor’s Proposed budget for 2020-21
 - *COLA (cost of living adjustment) – 2.29%, this includes the SCFF, increase in utilities cost, cost of equipment and increase cost of supplies, etc.*
 - *Apprenticeship Programs - \$83.2M*
 - *Capital Outlay - \$27.6M*
 - *One-time fund for deferred maintenance of 17.3M, which is then divided among 114 colleges*
- Discuss ECC’s Unrestricted General Fund budget (Fund 11)
 - *Large out-go transfer for STRS/PERS cost increase.*
 - *OPEB benefits outside of retirement payment.*
 - *Actuarial study shows an increase in cost.*
 - *Projection on budget is current year + COLA, which will be (\$141M + 2.29%). This is what we can expect for FY2020-21.*
- ECC Comparison of Revenue and Expenses from 2016-17 to 2019-20
 - *Five year projection shows that fund 11 is not growing just the expenses are increasing.*
 - *We are in deficit spending, which means we are spending more than we are taking in.*
 - *FY 2017-18 the expenses is large, because of the \$16M moved to ~~OPEB~~ Fund 16*
- ECC 2019-20 Budget Allocation: All Funds
 - *All of revenue in fund 12*
 - *Workers Comp is set aside for claims and payment into the JPA consortium.*
 - *Compton funds have gone away; these are some left over monies.*
- Emergent Issues
 - *Same as last year, August 2019.*
 - *Pension cost is increasing for STRS & PERS*
 - *Structural deficit growing*
 - *Rapid pace of technological changes*

- Questions/Comments/Suggestions:
 - *Slide 2 – dollar amount should be “Billion”*
 - *Governor’s spending is shifting away from education and into housing, healthcare, water etc.*
 - *Slide 10- should start the baseline at zero for fund 11.*

4. Others Discussion

5. Adjournment

The meeting adjourned at 2:20p.m.