

**Planning and Budgeting Council**  
**Rosenberg 518**  
**May 23, 2008,**

**Members:** Carlota del Portillo, Attila Gabor, Peter Goldstein, Don Q. Griffin (Chair), Marc Kitchel, Donald Lind, Susan Lopez, Madeline Mueller, Alice Murillo, Dennis Piontkowski, Athena Lynn Steff, Fred Teti, David Yee.

**Resource:** John Bilmont, Bob Gabriner, Hal Huntsman,

**Guests:** Chico Gonzalez, Debra Porter.

**1. Review of Draft PBC Minutes**

The minutes of 3/17/08 and 4/18/08 were approved as corrected.

**2. Review and approval of tentative college budget for 2008/9**

Vice Chancellor Peter Goldstein reported on the State Budget. In order to solve the state's still very large budget problem, the Governor is talking about raising the sales tax, and/or "securitizing" the lottery, which in some ways could be seen as borrowing against the lottery. The lottery proposal may not happen, since only 34% of public support it, while a majority support raising the sales tax. If the securitization of the lottery were to take place, the lottery money CCSF normally gets would be frozen at the same amount as this year and the lottery money we get would become a sort of collateral for the state---not beneficial to the community college districts.

In his May Revise, the Governor improved on the community college budget that he had proposed in January. If the Legislature accepts this proposal, CCSF will get the property tax amount for this year filled in retroactively. The May Revise includes a proposal for funding 1.6% growth and, unlike the January budget proposal, would not increase student fees. The May Revise still had no COLA (cost of living adjustment). The Governor left in place the cuts to categorical funding.

Vice Chancellor Goldstein summarized that CCSF has responded to the May Revise by developing a budget that "protects employees and class offerings, conserves on spending, maximizes revenues, uses other sources of funding, and works hand-in-hand with auditors." Peter said all the changes discussed at the CCSF budget hearing have been incorporated in the current CCSF budget proposal. He provided details verbally and by means of a spreadsheet:

Our response to circumstances at the state level is not to make many positive assumptions in our CCSF budget, since things are so uncertain. The situation will stay that way for a few months--- the state budget may not be finalized even by the start of next semester. If things go better than expected, that will give us more spending power than we anticipate in the fall. But for now, we cannot be assuming we will get the property tax money backfilled, nor that we will get any growth money. One change in our current budget proposal is that the money being transferred from contract and continuing education and telephone registration is only an additional \$550K, not the \$900K that was initially mentioned. CCSF has normally transferred about \$350K annually from that account, so the extra \$550K is all that should be reflected in additional funds transferred in.

Peter emphasized that nothing has been defunded that would cause someone to lose their job; no layoffs are planned, although there will be reductions in the summer program and there will be savings through attrition. We will defund some consultants, and will make one-time transfers in from the reserve and other sources. The budget assumes no changes in apportionment. Compared to the original cost-to-continue figures, CCSF now plans a \$1.3 mil. cut in expenditures. Administration will ask the Board to authorize a budget of \$198 mil. in expenditures, less than the original cost-to-continue estimates, but \$5.4 mil. more than 2007-08's estimated actual expenditures (\$192.6). The finance team passed out a spreadsheet showing the estimated undesignated unreserved fund balance going from \$2.2 mil. to (neg.) -\$1.9 mil. during 2008-09. This results from a -\$4.1 mil. shortfall of revenues and transfers in (e.g., from the reserve), relative to expenditures. Peter referred to the lack of a balanced budget as a "gap," which he

noted could be considerably smaller if the deficit coefficient is smaller next year than this year and/or if we get property tax filled in. Such positive events could increase the fund balance and possibly allow us to start rebuilding the reserve. If things go well, CCSF may have more money than expected in the fall.

*Resolution passed: The Council recommended the proposed CCSF Budget to the Chancellor. There were 3 abstentions.*

### **3. Review and approval of Consolidated ESL Positions.**

The ESL Department is so large (about 200 full time and 140 part time positions) that the usual requests for sabbatical replacements can be better filled in part by additional full time positions used for that purpose than by constantly creating LTS positions on a revolving basis. For example, this year, the department had 18 one-semester sabbaticals and at least some of those would need to be backfilled. The department asked for 6 LTS's instead of 9, which has been a customary concession from the large departments. Ultimately, administration and the department agreed on an alternative solution, 3 consolidations of part time positions into full time. The ESL Department also agreed to reduce weekly instructional hours by 175 hours. Madeline Mueller said the fact that ESL had agreed to use these consolidated positions for on-going sabbatical replacements needs to be "built into the understanding" in future sabbatical backfill requests by ESL (and by any other departments making similar arrangements). A motion to approve the consolidated positions was approved. (Mueller/Kitchel). There was 1 abstention.

### **4. Review of three-year budget projections for CCSF**

Dr. Griffin said he wants to use 3-year budgets along with our college planning. He announced that 3-year budget planning would be the rule at CCSF as of August 2008, allowing the College to prepare for upcoming opportunities and challenges with additional foresight.

### **5. Review of College Performance Indicator Report**

The College Performance Indicators Report has new information this year. New data include transfer to public and private institutions, as well as transfer and degrees by ethnicity. These sections are to be found in the appendices. The report also features a new look at the participation rate, with extra details to be found in the appendix. Bob Gabriner commented that the yearly report continues to get nicer looking, more intuitive and more graphical, and still features discussion of both annual changes and long term trends. The CPI will be disseminated in August, once the PBC's feedback has been obtained. Dennis Piontkowski has already given feedback and suggested all help with proofreading. He noted that even with occasional errors found in the preliminary version, the report is very helpful for planning. Madeline Mueller mentioned noted that she had considerable feedback to provide and would give that to the Office of Planning before the report was finalized.

### **6. Discussion on procedure for additions/corrections to draft PBC minutes**

This topic was postponed to fall semester in order that the meeting dismiss early for Graduation.

The week of May 27, Vice Chancellor Gabriner will send out a proposed fall schedule of PBC meetings, probably Fridays once a month. Aug. 22 and Aug. 29 were set aside for the first two meetings, in case two meetings may be needed in August, given the budget situation. Bob noted that discussion of program review by the work group and a follow up meeting with the DCC had occurred. He noted that he would report on that in August.

Respectfully submitted,  
Susan Lopez