



Budget Committee Meeting Summary

March 19, 2019

50 Frida Kahlo Way

MUB 140

San Francisco, CA 94112

NOTES

Members Present:

Administrators/Faculty/Staff: Luther Aaberge (Chair), Kristin Charles, Edward Simon Hanson, Monika Liu, Michael Needham, Mary Bravewomen, Maria Salazar-Colon, Lisa Romano, David Yee, Robert Frost, Brian Tom, Donna Reed, Carol Meagher.

Guest(s): Abdul Nasser, Tom Boegel, Karima Fonseca, Theresa Rowland, James JR Hall,

Meeting Called to Order at 1:10PM

No.	Item	Discussion/Outcome	Follow Up/ Individual Responsible
1.	Reports from Constituency Groups	<ul style="list-style-type: none"> • VCFA Aaberge followed up with the committee and asked them if they had any feedback from their constituent groups. • Kristin Charles, Committee member stated that she had a meeting with Institutional Development and there were questions about Transfer out funds, and was hoping for an explanation. • VCFA Aaberge explained that the transfer out funds are expected contributions to other funds that will be transferred. • Discussion occurred about cafeteria funds and department spending. • Edward Simon Hanson, committee member explained that Academic Senate met and he explained to them the current budget which 	Luther Aaberge, Vice Chancellor of Finance & Administration

		<p>was presented at the last budget committee meeting. He mentioned their concerns with the cost of hiring for Administrative staff.</p> <ul style="list-style-type: none"> • Discussion occurred about what the Chancellor presented at the last Board meeting, and the cost of hiring administrative staff. SVCAA Tom Boegel, explained that although the organizational chart has been modified there are no change with how the positions are funded. • Discussion occurred about getting some clarification about what budget is being spent and where the funding is coming from for positions. 	
2	<p>Budget Assumptions</p> <ul style="list-style-type: none"> o Position Control 	<ul style="list-style-type: none"> • VCFA Aaberge highlighted the 18/19 Budget assumptions and explained that the assumptions will change during May revision. • The committee reviewed the 18/19 Budget assumptions and made modifications. • VCFA highlighted position control and explained to the committee that the data needs to be clean up and he will present it at the next budget committee meeting. 	Luther Aaberge, Vice Chancellor of Finance & Administration
3	Student Lab Aide Budgets	<ul style="list-style-type: none"> • SVC Boegel provided an explanation of lab aide expenses. He provided historical data, An agenda item(171109-XII-299), and SF wage ordinance insight. He hopes that moving forward that budgets could be allocated to the Deans to maintain. • Discussion occurred about the hardships of the structure of FOAPOLS. SVC Boegel hopes that that the structure of distribution moving forward will be modified to one source FOAPOL for the Dean to disburse to their departments, and to make it simpler to understand. • Discussion occurred about the complexity, and asked if it had to deal with roll overs. VCFA Aaberge explained the budget process that the budget department provided in Banner. He explained when he first arrived the budget dept. had to roll over the budget without review due to the lack of time. Creating projections prior to P1 the department scrambled to process roll overs, and increases were not configured. He further explained how roll overs are created by journal entries. There are two types of journal entries a permanent and a 	Tom Boegel, Senior Vice Chancellor of Academic and Institutional Affairs.

		<p>temporary. With the permanent journal entries those roll over while the temporary does not roll over. By understanding the difference of journal entries provides a better understanding of budget entries. He hopes that campus works would have a solution to the structure of the chart of accounts moving forward to be able to review the roll overs. Discussion occurred about processes and how to clean up the structure to illustrate an easier to read budget.</p> <ul style="list-style-type: none"> • VCFA Aaberge mentioned that at the next meeting he will update the Budget assumptions and pull the position control information for review. • SVC Boegel and committee Member Robert Frost asked about getting something to review to test. • Committee Member Simon Edward Hanson suggested that at the next meeting he would like to discuss module review plans and expressed concerns about how the committee should delegate responsibilities. 	
4	Plans for Discussion with Constituency	<ul style="list-style-type: none"> • Discussion occurred about bringing back the discussion back to the Constituencies. 	Luther Aaberge, Vice Chancellor of Finance & Administration
5	Adjournment	<ul style="list-style-type: none"> • VCFA Aaberge adjourned the meeting at 3:00pm 	Luther Aaberge, Vice Chancellor of Finance & Administration

Upcoming Meetings:

April 9, 2019
April 16, 2019
May 14, 2019