



**Budget Committee Meeting Summary**

**March 5, 2019**

50 Frida Kahlo Way

R518

San Francisco, CA 94112

**NOTES**

**Members Present:**

Administrators/Faculty/Staff: Luther Aaberge (Chair), Kristin Charles, Edward Simon Hanson, Donna Reed, Shawn Yee, Monika Liu, Robert Frost, Kristina Whalen, Lisa Romano, Michael Needham, Mary Bravewomen

**Guest(s):** Vahe Hovakimian, Abdul Nasser, Dianna Gonzales, Tom Boegel, Leslie Milloy, James Hall, Karima Fonseca

**Meeting Called to Order at 1:00PM**

No.	Item	Discussion/Outcome	Follow Up/ Individual Responsible
1	Reports from Constituency Groups	<ul style="list-style-type: none"> <li>• VCFA Aaberge followed up with the committee and asked them if they had any feedback from their constituent groups.</li> <li>• Discussion occurred about inquiring with Administration Association to get feedback</li> <li>• Shawn Yee, Committee Member wanted to see if SEIU 1021 could get a break down of PT Budget and Non-Instructional numbers. He was explaining that his constituents wanted a better understanding.</li> <li>• Senior VCAA Boegel provided follow up conversation about the instructional budget for the coming year.</li> </ul>	<p>Dianna Gonzales, Senior Vice Chancellor of Administrative and Student Affairs</p> <p>Luther Aaberge, Vice Chancellor of Finance &amp; Administration</p>

2	<p>Report Out from 2/19 Meeting</p> <ul style="list-style-type: none"> <li>○ \$5M Capital Outlay Planning</li> </ul>	<ul style="list-style-type: none"> <li>• VCFA Aaberge handed out a spreadsheet from Facilities and explained that the Capital Outlay \$5M funds is large because Facilities has combined 2 fiscal years (17/18-18/19) which would reflect the high amount.</li> <li>• Senior VCASA Gonzales explained \$2M was budgeted each year and identified shifts into the capital outlay fund.</li> <li>• Discussion occurred about how capital outlay funds are being spent.</li> </ul>	<p>Luther Aaberge, Vice Chancellor of Finance &amp; Administration.</p>
3	<p>Fall Schedule</p> <ul style="list-style-type: none"> <li>○ Review Class Sections</li> <li>○ Enrollment</li> </ul>	<ul style="list-style-type: none"> <li>• Senior VCAIA Boegel presented an overview of the Fall Schedule and highlighted class sections and enrollment scenarios. He explained that he would like to focus on expenses, to get a close look at the fundamentals. He provided a handout with the following topics he reviewed: Faculty Assumptions, Instructional Budgets, Split load into FT in load vs. Part-time &amp; Extra Pay, Costs.</li> <li>• Interim AVC for Enrollment Mgmt. &amp; Instructional Support Services, Kristina Whalen explained the loads and sustainability for departments using the new funding formula.</li> </ul>	<p>Tom Boegel, Senior Vice Chancellor of Academic &amp; Institutional Affairs</p>
4	<p>Review Actuals</p> <ul style="list-style-type: none"> <li>○ Reformatting 18-19 U fund projections modifications</li> <li>○ 3-year historical review</li> </ul>	<p>Senior VCASA Gonzales explained the 18-19 U fund projections modifications that were made by the suggestions from the last meeting. She explained how the Administrative staff took the committee suggestions and modified the 18-19 summary and projections for a user friendly guide; Such as, relabeling for easier reading, hide columns for easier reading and understanding, color code is just few. She continued to mention that due to time constraints that the 3-year historical review will be placed on the next agenda for discussion and review.</p>	<p>Dianna Gonzales, Senior Vice Chancellor of Administrative and Student Affairs</p> <p>Luther Aaberge, Vice Chancellor of Finance &amp; Administration</p>

5	<p>Review Revenue</p> <ul style="list-style-type: none"> <li>○ New Funding Formula</li> <li>○ Enrollment Student funding matrix</li> </ul>	<p>Senior VCASA Gonzales stated that due to time constraints that the New Funding Formula and Enrollment Student funding matrix will be placed on the next agenda for discussion and review.</p>	<p>Dianna Gonzales, Senior Vice Chancellor of Administrative and Student Affairs</p> <p>Luther Aaberge, Vice Chancellor of Finance &amp; Administration</p>
6	<p>Plans for Discussion with Constituency</p>	<ul style="list-style-type: none"> <li>• Senior VCASA Gonzales expressed her enthusiasm with having the constituencies bring back the information to their groups for further feedback.</li> </ul>	<p>Dianna Gonzales, Senior Vice Chancellor of Administrative and Student Affairs</p> <p>Luther Aaberge, Vice Chancellor of Finance &amp; Administration</p>
7	<p>Adjournment</p>	<ul style="list-style-type: none"> <li>• VCFA Aaberge adjourned the meeting at 2:30 pm</li> </ul>	<p>Luther Aaberge, Vice Chancellor of Finance &amp; Administration</p>

Upcoming Meetings:

- March 19, 2019
- April 2, 2019
- April 9, 2019
- April 16, 2019
- May 14, 2019