



## JOINT MEETING: PRESIDENT'S CABINET, PLANNING COUNCIL, BUDGET COUNCIL

### AGENDA

February 14, 2024; 2:30 pm – 4:30 pm

LANGUAGE ARTS 115 | [Teams Link](#)

AGENDA ITEMS	SUMMARY
<b>Fiscal Stability Plan</b> (Hicks/Wisner)	<ul style="list-style-type: none"><li>• The colleges and district site were tasked with developing a fiscal stability plan to ensure balanced expenses and budget, specifically focusing on restricted general fund dollars.</li><li>• The majority of the budget is allocated to salaries, where we expect the most significant impact on savings.</li><li>• The college has identified some categorical funds to cover certain position salaries and is still exploring options for additional positions—please forward any ideas to Rick and Paul.</li><li>• We are also aiming to increase revenue in the following areas: non-resident fees (out-of-state and international students), parking fines, and facility rentals. Facility rentals were not included in the spreadsheet but are expected to increase.</li><li>• Reductions (savings) have been made in both instructional and non-instructional positions—primarily through vacancies and some shifts to categorical funds. All savings for 2023–24 are listed in Column E and total \$1.1 million.</li><li>• Salaries are projected to be added back into the budget for 2024–25 and 2025–26, as we anticipate those vacancies will be filled.</li><li>• Faculty hires approved for 2024–25 will not increase the budget. These are replacements for already funded positions, including Victor Quiros and a previously failed search from the 12 state-funded positions.</li><li>• Instructional supply costs have decreased, with all such expenses moved to the restricted lottery fund.</li><li>• The travel budget was reduced with the understanding that individuals will utilize other funding sources first and the general fund as a last resort.</li><li>• The Solar Project is not included in this exercise, as construction is scheduled to begin in 2025 with an expected completion in late 2026.</li><li>• Refer to model lines 14–31; allocation is on line 31.</li><li>• Suggested revenue ideas include:<ul style="list-style-type: none"><li>• Renting space to charter schools</li><li>• Offering event space to local organizations</li><li>• Renting athletic fields to World Cup teams in 2024 and Olympic teams in 2028 for practice use</li></ul></li><li>• Discussions were held regarding unit fees—how they are determined and when they were last updated. These fees are state-governed, and the college retains less than 2% of the revenue.</li><li>• Year 2 of the model shows an \$18K deficit; Year 3 reflects a \$2.3M deficit. The district may ask for revisions to Year 3, but the current draft reflects the most updated information to date.</li><li>• The district-provided template models a 3% COLA. Once the new COLA is updated, it will be presented to this body again.</li></ul>

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<p><b>Program Review</b> (Randall)</p>	<ul style="list-style-type: none"> <li>• Budget Council needs to make a recommendation on the funding amount.</li> <li>• This equipment must be purchased before the March 8 equipment purchasing deadline.</li> <li>• Funding sources include SFE (instructional equipment), Capital Outlay, and General Fund.</li> <li>• Requests have not been prioritized.</li> <li>• The remaining SFE balance is \$500K. It was suggested that \$250K (half) be allocated to fund the current list. The total cost of the list is \$827,258.</li> <li>• Will ask Social Sciences if they can utilize underused lab spaces instead of purchasing laptops. The two requests within the division can be combined into one.</li> <li>• Budget Council is responsible for final funding recommendations.</li> <li>• Planning Council will complete ranking via email by end of day Tuesday. Diana will clean up the list. Budget Council will then determine the recommended funding amount.</li> <li>• Capital Outlay currently has just under a \$3M balance. Budget Council—motion by Pete to approve the list (with the removal of the CJ request), seconded by Therese Lavarini.</li> <li>• General Fund (GF) list was tabled for the next meeting since it is not tied to the equipment purchasing deadline. Funding decisions can be made by April.</li> </ul>
<p><b>Big Ticket Items</b> (Randall)</p>	<ul style="list-style-type: none"> <li>• All large-ticket items were listed and ranked A, B, or C by the Executive Team. This was for informational purposes only.</li> <li>• Budget Council will be tasked with making a recommendation regarding the One Card system.</li> <li>• Signage will be added to the list.</li> <li>• Theater basement repair will be added to the list.</li> <li>• Rick will look into a new law related to landscaping that is set to go into effect.</li> </ul>
<p><b>Classified Position Request Rankings</b> (Randall)</p>	<ul style="list-style-type: none"> <li>• There is currently no funding source for new classified positions.</li> <li>• This is the first time this type of exercise has been conducted.</li> <li>• The next President’s Cabinet agenda will include discussion and final ranking, in case funding becomes available—priority may be given to filling one position on the list through attrition rather than replacing a vacancy.</li> </ul>
<p><b>Announcements</b> (All)</p>	<ul style="list-style-type: none"> <li>• No announcements due to time.</li> </ul>

**Chair:** Meridith Randall

**Recorder:** Diana Retes

**Participants:**

President’s Cabinet:

Kay Nguyen, Claudia Lee, Rick Hicks, Damien Jordan, Noah Levin, Pete Bouzar, Heather Dann, Therese Grande, Lauren Sosenko, Darla Nunez, William Tran, Bre Ritter

Planning Council:

Kay Nguyen, Claudia Lee, Damien Jordan, Erin Craig, Michael Tran, Bre Ritter, Dorsie Brooks, Natalie Timpson, Lauren Sosenko, Gisela Verduzco, Theresa Lavarini, Jeanette Jaramillo, Natalie Vu, Sydnie Sabbarese, Christina Ryan

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Rodriguez

Budget Council:

Rick Hicks, Paul Wisner, Noah Levin, Annamaria Crescimanno, Kaori Nakama, Natalie Timpson, Martie Ramm Engle, Dorsie Brooks, Keisha Cosand (on behalf of Brian Thill), Charissa McCord

**Guests:**

**Documents:**

[Classified Position Request Rankings](#)

[Program Review Requests](#)

[Fiscal Stability](#)

[Big Ticket Items](#)