

SOLANO COMMUNITY COLLEGE  
Financial & Budget Planning Advisory Council (FABPAC)  
March 4, 2009– 4:00 pm  
Room 445

**Adopted Meeting Minutes**

**PRESENT:**

Sal Alcalá	Minority Coalition
Phil Andreini	Guest-Accreditation
Ross Beck	Guest
Rich Christensen	Classified Managers
Andrew Cornelius	ASSC
Richard Crapuchettes	Local 39
Jay Field	Guest-Accreditation
Dorothy Hawkes	Academic Senate
Les Hubbard	CTA
Dr. Robert Jensen	Interim Supt/President
Gail Kropp	Academic Senate
Jeff Lamb	Academic Senate
Jeff Lehfeldt	Local 39, alt
Mary Ellen Murphy	CSEA
Lillian Nelson	ASSC, alt
Barbara Pavao	Academic Senate
Susan Rinne	Interim Director, Fiscal Services
Cynthia Simon	CSEA, Alt
Robin Steinback	VP, Academic Affairs
Marge Trolinder	Classified Managers
John Urrutia	Ed. Administrators
Lisa Waits	VP, Student Services
Thom Watkins	Academic Senate
Diane White	CTA

**ABSENT:**

Debbie Luttrell-Williams	CSEA
Dave Redfield	Ed. Administrators
Kylie Schubert	ASSC

**I. Approve March 4 Agenda:**

- Motion (Susan Rinne), second (Jeff Lehfeldt) to approve the agenda. Motion passed unanimously.

**II. Approve Meeting Minutes from February 25:**

- Approval was tabled to the next meeting to provide time for members to read the minutes. Motion (Gail Kropp) and seconded. Motion passed unanimously.

### III. Proposed District Budget Reductions:

- Interim Supt/President Dr. Robert Jensen began the discussions by saying that we have to have a balanced budget. The bulk of our revenue is in people—we have to go beyond the easy cuts, because at some point in time we have to look at people, programs, and services. And do this while keeping our values, mission and integrity of our programs intact.
- One of our key challenges is to restore back to 9182 FTES—we're in the third year of restoration. This District needs to grow FTES. We have left money at the table while other districts have picked it up. He stressed the importance of being aggressive in increasing enrollment in summer and fall. Dr. Jensen commented that the region as a whole has grown and the college should be benefiting from the expansion, but it's not.
- In his assessment our class schedule has some problems as it doesn't line up with our student population demographics, such as the Latino population in the region. Basic Skills is critical to the college, but feels there should be a different delivery system.
- Dr. Jensen said that he knows Program Review hasn't been accomplished in many divisions. Program Review would tell us course retention rates, student learning outcomes, etc. But the bottom line is we have to grow enrollment—that's where the money is.
- The recent negative publicity has hurt us so a full court press on a marketing and advertising program should happen. Dr. Jensen said that "students sell students." The college has to come to a decision on whether it wants to continue doing everything or reduce some in order to sustain itself.
- Dr. Jensen explained that he may reallocate resources and adjust the workload after the budget cuts. Dr. Lisa Waits presented to the Board a draft of the proposed budget reductions. This first version was presented to Shared Governance and FABPAC. A refinement of the numbers is in progress. Dr. Waits said that input from faculty and staff will assist in making decisions.
- The Academic Senate gave an initial provisional ranking, according to Gail Kropp, but it was an overall view of District budget expenses. For example, the number one ranking was reducing legal costs. Dr. Jensen said the other constituent groups need to weigh in and offer its input.
- Dr. Waits explained that the college is utilizing Reagan Romali to assist in constructing the 2009-10 budget, while at the same time still working out the numbers for 2008-09.
- Susan Rinne explained that the Tentative 2009-10 Budget goes to the Board at its second meeting in May. Dr. Jensen suggested to the Academic Senate to further refine its list, and in the meantime, the other groups should submit its input.
- Ms. Kropp said it would definitely help to have a more clear idea of what monies are there. There are seven faculty members on FABPAC, which is a lot, but it has to be shared with all other faculty. The faculty needs more thorough descriptions of the reductions. For example, what makes up \$200,000 in cuts, what is it exactly? She explained the rubric for assessing budget reductions. For example, "#4-follow all applicable policies and procedures," means that if a program is to be canceled, it goes through program discontinuance (board policy), etc.
- Dorothy Hawkes said the impact of cuts were vague. Diane White agreed, and distributed a handout from faculty on its responses to the budget reduction proposals. More detailed cost and impact analysis is needed.

- Dr. Jensen asked if other groups had a statement to handout? The other groups answered not at this time.
- Lillian Nelson asked if a budget cut update will be available soon? Dr. Waits answered yes. For example, the \$217,000 question on whether it's a bond or district expense. At a recent Citizens' Bond Oversight Committee (CBOC) meeting, there was consensus that it was satisfied it was a legitimate Measure G expense, but if there is even a hint of a perception problem, then the cost will be reversed. Dr. Jensen said the expense may not be worth the trouble if the District wants to pursue a bond measure again.
- Thom Watkins asked how much do we need to cut? Susan Rinne replied that as of today, it's \$1.7 million. Dr. Jensen asked what has this group done in the past when dealing with potential budget cuts? Dorothy Hawkes replied that this is the first time the group was asked what its values are in building a budget.
- Jeff Lamb said that a structural deficit means an ongoing deficit—so if the District cuts a faculty position—then it's a cut for life. The college must find out what is a one-time cut and what is ongoing. And, what and how much is the result of the EdMAC Report? When we say the theater program has to be cut, that's people's lives...he wants to ensure that we've looked at everything. Until we know the real numbers, maybe the program can stay intact.
- Barbara Pavao commented that the ending balance seems to increase each year. Dr. Jensen explained the ending balance doesn't go away—it rolls to the next year's revenue. It's the starting point. Ross Beck noted if there is a mandated 5% reserve, that number will be proportionally larger from a \$40 million budget to \$50 million, as an example.
- Dr. Waits explained that Dr. Jensen hasn't had a chance to meet with Executive Council yet—it's only Day 3. EC will meet the following day to begin these discussions with Dr. Jensen.
- Dr. Jensen stressed that he wants ASSC input. He'd like values and guidelines from all groups next week.
- Les Hubbard asked what are the income generators? Dr. Robin Steinback will provide information on classes with most FTES, etc.
- Dr. Jensen told the group that EC will discuss in depth. He will listen; however, the cuts won't please everybody—it's not possible. He wants to know the ongoing and one-time cuts, and to use the same template and ground rules for everybody.
- Ms. Kropp requested to table approval of the minutes until the next meeting due to its late arrival for Council review.

#### **IV. Issues/Items for the Next Agenda:**

- List of ongoing and one-time cuts.
- Input from the constituent groups.

Meeting adjourned at 5:20 pm.

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