



GROSSMONT COLLEGE
Budget Committee
Thursday, April 9, 2020
3:00 p.m. – 4:30 p.m.

Via Zoom - <https://cccconfer.zoom.us/j/564061979>

MEETING SUMMARY

Purpose The Budget Committee encourages transparency and constituency understanding of the budget, works to ensure that the budget allocation process is driven by college-wide planning and strategic priorities, and provides recommendations to the College Council on issues related to budget development and management.

In addition, the Budget Committee provides ongoing oversight in relation to budget changes and information at the State and District levels.

CO-CHAIRS	ASSOCIATED STUDENTS OF GROSSMONT COLLEGE	ADVISORY
<input checked="" type="checkbox"/> Bill McGreevy	<input checked="" type="checkbox"/> Jazlyn Gomez	<input checked="" type="checkbox"/> Mike Reese
<input type="checkbox"/> Judd Curran, Faculty Co-Chair	<input checked="" type="checkbox"/> Kaelin Mastronardi	<input checked="" type="checkbox"/> Aaron Starck
	<input checked="" type="checkbox"/> Pedro Miranda	

ACADEMIC SENATE	CLASSIFIED SENATE	ADMINISTRATORS' ASSOCIATION
<input checked="" type="checkbox"/> Sara Ferguson	<input checked="" type="checkbox"/> Bryan Lam	<input type="checkbox"/> Wayne Branker
<input checked="" type="checkbox"/> Richard Schaper	<input checked="" type="checkbox"/> Michele Martens	<input checked="" type="checkbox"/> Michael Copenhaver
<input checked="" type="checkbox"/> Liz Barrow for Judd Curran	<input type="checkbox"/> Carol Rapolla	<input checked="" type="checkbox"/> Genie Montoya

RECORDER
<input checked="" type="checkbox"/> Patty Sparks

OUTINE BUSINESS	
1. Public Comment (5 Minutes)	No Public Comments.
2. Welcome and Introductions	Bill McGreevy welcome President Nabil Abu-Ghazaleh.
3. Additions/Deletions to Agenda	Bill stated that President Nabil Abu-Ghazaleh will speak to the current budget
4. Approve Meeting Notes & Follow-up	Both February and March Meeting Notes were approved as final.
NEW BUSINESS	

5. Conversation/Q&A with Dr. Abu-Ghazaleh (30 minutes)

President Abu-Ghazaleh (Ghazaleh) stated that we are currently working under unusual circumstances. Working from home and dealing with unfamiliar technology can be difficult.

Ghazaleh briefed the Committee on trends at the local and State level regarding direct repercussions regarding COVID-19. The District and colleges will know more once the Governor's May revise is provided. Ghazaleh shared that our District revenue is comprised of:

State Apportionment – 92% of total revenue
Other State Revenue - 4% of total revenue
Local Revenue - 4% of total revenue

- Local revenue is comprised of non-resident/International Student tuition, but note that non-resident tuition has decreased 16% from two years ago and we anticipate an additional reduction next year.

District revenue falls into two types of revenue.

- Ongoing revenue, that includes unrestricted and restricted categorical
- One-time revenue (once spent it is depleted)

Districts are required to maintain a minimum reserve level of 5%. These are considered one-time monies and are self-funded.

The composition of the unrestricted general fund expenses for 2019-2020:

86% - Salaries and benefits (\$112 million)
1% - Supplies (\$1 million)
3% - Utilities (\$3.7 million)
1% - Capital outlay (\$1 million)
9% - Other Operating Costs (\$12 million)

Operating costs composition:

- Contract Services - \$3.7 million
- Repairs and maintenance - \$3.5 million
- Fees, software, memberships - \$1.1 million
- Insurance - \$800,000
- Legal costs (attorney fees only) - \$650,000
- Travel - \$500,000

There is a projected \$4 million increase for step and column, longevity, and PERS and STRS and health benefits next year (2020-2021). There is a current PERS/STRS reserve balance of \$2,566,514 however there is a projected increase over the next two years of \$2.8 million and \$3.6 million over the next three years.

With these increases and the fiscal outlook from the state, the District will need to reduce expenses to ensure fiscal stability.

Broad based recommendations and discussions for reduction are as follows:

	<ul style="list-style-type: none"> - Reduce summer sections (25% of what it was last year) - Hiring freeze - Reorganize the focus of some of the District departments - Reduce costs for outside contracts - Limit travel <p>There is discussion to move summer to late state and on-line classes only. Classes required for student degree completion and transfer are priorities.</p> <p>McGreevy stated that the District and colleges are tasked with developing scenarios for levels to conserve/reduce funds. He provided the budget information shared at the last DEC meeting, with best to worse case scenarios.</p> <p>Next Steps: Abu-Ghazaleh and McGreevy to attend the next Chairs and Coordinators meeting.</p>
<p>6. Develop norms for Zoom Meetings (10 minutes)</p>	<p>It was discussed and agreed to the following:</p> <ul style="list-style-type: none"> - Continue to utilize norms established for “in-person” meetings - Attendees will “mute” themselves until they speak (this assists with eliminating background noise) - Use “raise hand” function - One speaker at a time - If possible, use video when speaking - Utilize “Chat” feature when “voting.”
<p>7. Budget 101 – Financial Aid current processes – Copenhaver (20 minutes)</p>	<p>This item was tabled.</p>
<p>8. Report-outs re: Updated membership list - Constituency Groups/All (10 minutes)</p>	<p>This item was tabled.</p>
<p>9. What do you need/want from the Budget Committee? All (10 minutes)</p>	<p>This item was tabled.</p>
<p>10. Summary – (5 minutes)</p>	

COMMITTEE REPORTS	
1.	

DISCUSSION ON PREVIOUS AGENDA ITEMS	
2.	

FOR CONSENSUS	
3.	
4.	

FOLLOW-UP		
Who	Item	Timeline

<p>5. WORK AHEAD</p> <ul style="list-style-type: none"> • Announcements • Preparations for future meetings
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<p>NEXT MEETING: Thursday, May 14 , 2020, 3 – 4:30 p.m.</p>

Committees are to establish norms

In order to create valued outcomes, a commitment to participation, dialogue, and the pursuit of value in the form of useful output by all is necessary. It is acknowledged that there are power dynamics in a room. Work must be done to create the equitable and inclusive environment sought for effective and active participation. To do so, council/committee members will establish behavioral norms that include the following meeting rules of engagement, make use of meeting tools, and respect the roles of each member.

Rules of Engagement

In participatory government, a high level of collegiality, respect, and civility is expected. Those expectations include the following rules:

- There is no rank in the room when at the committee table. All participants are treated as peers, both between constituencies and within constituencies.
- Speakers will be heard one at a time and without interruption. Participants will allow for moments of silence for thought and other viewpoints. In consideration of hearing all feedback, members should be mindful of how often and how long they speak. Equity in consensus building means including diverse perspectives at all levels of the organization.
- Members will be engaged and contribute, and challenge ideas, not people. All meeting attendees will be respectful/civil in their comments, responses, and body language.
- Members will listen to others, and seek to focus on the merits of what is being said, while making a good faith effort to understand the concerns of others. Council/committee members are encouraged to ask questions of clarification.
- Each person reserves the right to disagree with any proposal and accepts responsibility for offering alternatives that accommodate individual interests and the interests of others.
- All members should be mindful of the language used in discussions, including use of "I" statements instead of "they" attributions to relate anecdotal evidence or experiences. Members are encouraged to use an asset-minded approach that focuses on what works and how something can be done. This is in contrast to a deficit-minded approach that focuses on the negative and why an initiative, idea, or project can't get done.
- All council/committee members will be aware of the purpose and responsibility of their committees. When issues arise in discussion that are not supported by the committee's charge, the chair will identify the proper council, committee, or constituency group leadership for review, and forward the issue for consideration.
- Once consensus is reached after deliberation, council/committee members will support the group's recommendation.