



Santa Monica Community College District
Budget Planning Committee a Subcommittee of the
District Planning and Advisory Council
JULY 20, 2011
MINUTES

A meeting of the Santa Monica Community College Budget Planning Committee, a subcommittee of the District Planning and Advisory Council (DPAC) was held on Wednesday, July 6, 2011 at 2:04 p.m. at Santa Monica College, Library 275, 1900 Pico Boulevard, Santa Monica, California.

I. Call to Order 2:04 p.m.

II. Budget Planning Committee Members

Chris Bonvenuto, Administration (Absent)
Bob Isomoto, Administration, Co-Chair
Eric Oifer, Academic Senate Representative
Janet Harclerode, Academic Senate Representative
Teresita Rodriguez, Management Association Representative
Albert Vasquez, Management Association Representative (Absent)
Mitra Moassessi, Faculty Association Representative
Howard Stahl, Faculty Association Representative, Co-Chair
Bernie Rosenloecher, CSEA Representative
Leroy Lauer, CSEA Representative
Connie Lemke, CSEA Representative
Jeanne Laurie, CSEA Representative

Interested Parties:

Randy Lawson, Administration
Mario Martinez, Faculty Association Representative
Ryan Downer
Harrison Wills

III. Review of Minutes: July 6, 2011 accepted

IV. Agenda:

A. Report From Fiscal Services

Bob Isomoto shared information with the Committee regarding the new GASB 54 rule. This accounting statement establishes fund balance classifications that comprise a hierarchy based primarily on level of constraints imposed upon the use of the resources. These classifications are non-spendable, restricted, committed, assigned and unassigned. The District currently classifies the fund balance into the categories of reserved, designated and undesignated. Although community colleges are not required to follow GASB 54, Fiscal Services recommends that the District do so starting with its next audit.

B. Adopted Budget Assumptions for 2011-2012 Fiscal Year

The Committee continued discussing various assumptions that will be used to create the 2011-2012 Adopted Budget. Following all the discussion, the following motion was made:

MOTION: "The Budget Subcommittee recommends to DPAC that the attached recommendations be used to prepare the 2011-2012 Adopted Budget."

MADE: Lauer SECONDED BY: Harclerode
 FOR: 9 AGAINST: 0 ABSTAIN: 0
 PASSED UNANIMOUSLY

Assumption	Recommendation
1. State Budget Cuts	Use the actual apportionment number provided by the Chancellor's office
2. FTES Growth/(Decline)	Assume 500-700 unfunded FTES over cap based upon a 97-100% efficiency ratio
3. Growth Rate	In growth years, Santa Monica College is a 1% growth district. In non-growth years, like 2011-2012, assume 0%
4. COLA	For 2011-2012, assume 0%
5. Deficit Factor	For 2011-2012, assume 0%
6. Lottery Rate Per FTES	Use the actual apportionment number provided by the Chancellor's office
7. Non-Resident Tuition Fee	Assume the same level of Non-Resident FTES as the final numbers from 2010-2011 and then apply the recent fee increase
8. New Faculty Positions	Normally budgeted at 100% of the cost For 2011-2012, assume \$0
9. Administrator Vacancies	Normally budgeted based on "Vacancy List", discounted by 50%
10. Classified Vacancies	Normally budgeted based on "Vacancy List", discounted by 50%
11. Step/Column Increase	Normally budgeted based on eligibility Assume all contractual requirements in 2011-2012
12. Salary Increases	Normally budgeted based on Board approved contracts and increases Assume all contractual requirements in 2011-2012
13. Health and Welfare Increase/(Decline)	Normally budgeted on 3 year corrected average adjusted for variances (i.e., rate holiday)
14. Health and Welfare Retiree Increase/(Decline)	Normally budgeted on 3 year corrected average adjusted for variances (i.e., rate holiday)
15. STRS Employer Rate	Normally budgeted based on STRS Rate Announcement : 8.25% of a base calculated by determining the current year employment
16. PERS Employer Rate	Normally budgeted based on PERS Rate Announcement based on the SSC Financial "Dartboard" projection and reflecting current year employment
17. Supplies Increase/(Decline)	Normally based on prior year adjusted for approved increases/(decreases) with multi-year projections based on the SSC Financial "Dartboard" projection Assume 15% reduction in 2011-2012 as compared to 2010-2011 Adopted Budget
18. Contracts/Services Increase/(Decrease)	Normally based on prior year adjusted for approved increases/(decreases) with multi-year projections based on 3 year average.

	Assume 9.6% reduction in 2011-2012 as compared to 2010-2011 Adopted Budget
19. Insurance Increase/(Decrease)	Normally budgeted based on billing with multi-year projections based on 3 year average.
20. Utilities Increase/(Decrease)	Normally budgeted based on prior year adjusted for changes in usage with multi-year projections based on 3 year average. Assume 10% reduction in 2011-2012 as compared to 2010-2011 Adopted Budget based on various saving steps taken
21. Capital Outlay Increase/(Decrease)	Normally based on prior year adjusted for approved increases/(decreases) with multi-year projections on the SSC Financial "Dartboard" projection

Adjournment at 3:47 p.m.