Planning & Resource Allocation Committee

July 9, 2013
2:00-3:30, Stu Services A&B
Minutes

Present: Gina Cullen, Jonathan Eldridge, Chialin Hsieh, Mike Irvine, Peggy Isozaki, Sara McKinnon (Co-Chair), Carol Scialli (Resource), Nanda Schorske, Kathleen Smyth, Cari Torres (Co-Chair)

Absent: Yolanda Bellisimo, Jon Gudmundsson, Molly Johnson, Dawn McIntosh, Craig Wheeler
Others Present: David Wain Coon

Agenda Review

• Agenda approved.

Minutes

• Minutes of May 21 meeting approved.

Budget Update

President David Wain Coon

• Current status of budget provided. Thanks to P. Isozaki for closing out last year’s budget.
• Things are looking up.
• Adjusted four-year budget plan distributed.
• Started last fiscal year with $2.9 million deficit. As things adjusted, $2.9 came down closing gap.
• Projected budget for 13-14: We will start this year with a deficit of $837,860, so we’re going in right direction.
• All actual expenses came in. Revenue increase in both actual from last year and projected for next year. $501,000 Prop 30 allocation for 2012-13; 13-14 is based on FTE from last report.
• Built into 13-14 budget are all faculty positions (funded). We had 24 vacancies and all funded at $75,000 amount.
• Classified and management positions that we need to rehire are at bottom of page. Top of list are positions we would not fund/fill for this year. Positions listed in the middle are on hold.
• $517,495 is the net savings. We are close to $550,000 target.
• SERP cost is factored in.

Summary of 2012-2013 Superintendent/President’s Funding Decisions Approval Status

Instructional Equipment Recommendations

• Tier One Requests of $43,180.25 are approved. Tier Two, to be determined.

Instructional Software Recommendations have been approved.

• For disciplines, $18,852.00.
• College-wide: Adobe Creative Cloud, $20,485.00.
Non-instructional Requests
- AUSPENS ($1,200): Already funded (per C. Torres).
- ECE new ongoing Supplies Budget, $900 has been approved.

Non-Instructional Other Requests
- Athletics Travel Cost Increase, $5,000 approved.
- Athletics Officials, $5,393 approved.
- Model UN—Additional Funding, $162 approved.

Additional Units Requests
- Nursing, 4.485 units for change in salary category, to be determined.

Non-Instructional Computer Requests
- 4 MAC Faculty/Staff Computers, $4,000, to be determined.
- 4 PC Faculty/Staff Computers, $4,000, to be determined.

Other Items that have been approved:
- Schedule Restoration, $150,000 towards adding back classes.
- HR Storage Capacity System one-time cost, $11,032.
- ONUMA M & O Plan, by VBN, $250,000.00. (Not paying for this out of operating budget.)
  Handout distributed concerning energy savings. Top sheet is summary and attachments are breakdown. Use some of energy savings to pay for ONUMA database entry and M&O Plan.
- Computer Replacement: will set aside an amount of money for computer replacement; not sure of amount yet as more research needed.
- Potentially could receive some restoration funding in categorical. This could positively affect our budget.

Full-time Hires
- Recommended 9 positions already in progress. Approval for next group is under consideration.

Comments
- Question about status of Equity Study and how those figures will impact budget.
- Suggest creation of a holding fund that IT could use for emergency situations.
- If we continue to find efficiencies, should be able to get back to a class schedule etc. that we desire.
- Improving efficiencies can improve our work situations.
- Are we clear on which items are permanent annual increases and which are one time expenditures?
  - Library is ongoing.
  - Athletics ongoing.
  - Nursing ongoing.
  - Creative Cloud is yearly cost.
HR Storage Capacity System is one time.

Meeting Wrap Up/Follow-up

- Next meeting is August 27, Austin Center 177.
- C. Torres will inform E. Acker and D. Snyder re: IE recommendation.