

# Crafton Hills College Budget Committee Minutes

Date: February 18, 2014  
Time: 1:00 p.m. – 2:30 p.m.  
Location: LRC 135

**Members (Absent\*):**

Mike Strong (Chair)  
Rebeccah Warren-Marlatt  
\*Ruby Zuniga  
Bryan Reece

Denise Allen  
\*Kathy Gibson  
\*Bob O'Toole (Co-Chair)  
Scott Rippy

\*Ben Mudgett  
\*Chris Robles (student)  
\*Kathy Crow  
\*Kirsten Colvey  
Karen Childers

Guests: Cheryl Marshall

TOPIC	DISCUSSION	FURTHER ACTION
Review and approve minutes from last meeting.	Minutes from January 21 <sup>st</sup> meeting were not reviewed as there were few members present. Approve in April.	<a href="#">Review January 21, 2014 minutes at the next meeting.</a>
College Brain Trust Study	<p>There is a special meeting of the District Budget Committee on Thursday, February 20<sup>th</sup>. It was suggested that CHC representation include 5 additional people beyond our committee representation. Those 5 individuals will be Bryan Reece, Kirsten Colvey, Bob O'Toole (if available), Debbie Bogh (if available), and Scott Rippy.</p> <p>Extensive discussion was had on perceptions and thoughts from last week's meeting with the CBT during their presentation on the findings of their report. Some of the highlights and points from this discussion are as follows:</p> <ul style="list-style-type: none"> <li>• The CBT mentioned that the District needs to make a decision to either continue to subsidize CHC or grow. If CHC's growth is limited to the state's funded growth at 30%, it would take until 2025 to reach 5000 FTES.</li> <li>• Growth is a benefit to the District as a whole.</li> <li>• The growth strategy could be done in such a way to not impede SBVC from maintaining medium-sized college status.</li> <li>• The committee is unanimous that growth at CHC cannot "hurt" SBVC and prevent maintaining medium college status.</li> </ul>	<b>Mike to discuss special meeting of the Dist. Budget Committee with K. Petersen. Denise will invite Debbie Bogh.</b>

<p>College Brain Trust Study, Cont'd</p>	<ul style="list-style-type: none"> <li>• The committee agreed that growing both SBVC and CHC will be an increase in revenue for the District.</li> <li>• The CBT reported that among districts state-wide that use a SB361 allocation model that most allocate a base allocation for operational costs and then divide the remaining on a FTES basis.</li> <li>• A concern arose that the District is allowing CHC to over-build; thus, forcing the need to grow CHC. Why was this allowed? It was discussed the new buildings have been part of CHC's master plan since 2000 and will provide space to serve the available market share of students. Thus, growth is a part of the master plan at CHC.</li> </ul>	
<p>CHC/District Budget update</p> <ul style="list-style-type: none"> <li>• Developmental Budget</li> <li>• CHC Budget Calendar</li> <li>• 2014-15 budget assumptions</li> </ul>	<p>Mike reviewed the CHC budget development calendar. A 4<sup>th</sup> budget workshop by Admin Services will be removed; the dates for submission by the managers to the President/VP's will change from 3/14 to 3/17 and the President/VP's will have until 3/21 to submit their budget to Admin Services.</p>	
<p>PPR Funded Resources</p>	<p>Carried forward to next meeting</p>	
<p>Closing</p> <p>Next Meeting: 4/15/14 @ 1:00-2:30pm, LRC 226</p>	<p>The meeting scheduled for 3/18/14 is during spring break and will be cancelled. Next meeting will be on 4/15/14 at 1-2:30pm in LRC 226</p>	

Future Discussion Items:	Notes:
1. Budget Basics <ul style="list-style-type: none"> <li>• SBCCD Allocation Model</li> <li>• 2012-13 Final Budget</li> <li>• PPR Prioritized Objectives</li> <li>• Resources: BAM, SBCCD Final Budget</li> </ul>	Review annually with new Budget Committee members.  Priorities for the committee are: Resource Allocation Model Board Imperatives and EMP alignment PPR LIST
2. Statewide budget update	Standing Agenda item?
3. Review PPR resource requests and funding priorities – annual report to Crafton Council	
4. Review of budget district budget related processes & make recommendations	
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6. Develop a flowchart for information on reporting budget – KISS	
7. Review and examine the Resource Allocation Model	Current budget model does not address costs outside of the campus' control.
8. Develop a “Budget Snopes” to respond to budget related rumors.	
9. Review revenue streams—what are other colleges doing? Which ones can CHC use?	
10. Discussion and training on how excess funds are utilized	
11. Campus-wide budget awareness training—Ideas for discussion: How saving on supplies can help fund items on the PPR list.	
	The committee may wish to add succession planning to this list.