

# Crafton Hills College

## Budget Committee

### Agenda

**Date: March 31, 2020**  
**Time: 1:00 p.m. – 2:30 p.m.**  
**Location: Online – Zoom Mtg**

**Members (Absent\*):**

Mike Strong (Chair)  
 Delmy Spencer  
 Keith Wurtz  
 Tina Marie Gimple

Stephen Ramirez  
 Daniel Sullivan  
 Kathy Crow  
 Ralph Rabago

Brandi Mello  
 (student)  
 Kirsten Colvey  
 Kevin Palkki (CSEA)

TOPIC	DISCUSSION	FURTHER ACTION
<p>SBCCD Developmental Budget Process and Allocation Model</p> <ul style="list-style-type: none"> <li>• Draft RAM</li> <li>• Review Fixed Cost Comparison</li> </ul>	<p>The proposed model will not work for CHC to be self-sustaining. The proposed model ignores the economy of scale issues that were problematic with the prior RAM and causes CHC to rely on District reserves to perpetually fund CHC. The RAM also raises the question of CHC's compliance with Accreditation Standard III.D.1, "Financial resources are sufficient to support and sustain student learning programs and services and improve institutional effectiveness. The distribution of resources supports the development, maintenance, allocation and reallocation, and enhancement of programs and services. The institution plans and manages its financial affairs with integrity and in a manner that ensures financial stability."</p> <p>Fixed costs or a small college allocation should be considered as part of the RAM to offset the economy of scale issues at CHC. The CHC Budget Committee recommends the DBC commission a fixed cost study by determining what the fixed costs are then cost them out based upon actual expenses. Following this discussion, the RAM can then address the allocation needs across the District.</p> <p>Mike presented a draft of potential fixed costs.</p>	

Overall a 3.3% increase in Chc's allocation would correct the deficit over time.

Kirsten: We might analyze each support function of district, such as Accounts Payable/ Accounts Receivable to assess CHC's usage vs. SBCV's usage of district resources for the purpose of analyzing fixed costs. We should look at Student/Counselor ratios in comparison to Valley. We may be doing less than Valley as far as resources per student. We should be looking at district assessments and how it is validated to justify district budget growth. We need to look at everything.

Ralph: We might compare services to students, SBVC vs. CHC based on the current RAM. Data from other colleges as to the amount spent per student comparison. We believe Chc is less. We need to work to equalize to an acceptable level at each college. Offer better remote education service than other colleges to keep or attract students to Chc.

Crow: We need remote encryption services to securely send sensitive documents to/from students.

Future Discussion:  
 What if? Preparing for Recessionary Budget Periods – Review criteria

Closing  
 Next Meeting: 4/21/20 @ 1:00-2:30pm,  
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