



## Budget Committee

**MINUTES** for Monday, February 3, 2025

**1:00 p.m.**

**Zoom**

<b>Members Present:</b>	Jacqueline Sabanos, Mark Nesbit II, Stacy Surwilo, Leah Gualtieri, Roberta Krauss, Catherine Shafer, Steve Major, Megan Leppert, Andrei Lucas, Karen King, Carolyn McGavock, Carolina Gonzalez, Claudia Tornsaufer, Sharon Huang, Michelle Gray, Alin Maxon
<b>Members not Present:</b>	John Bromma, Bob Pyle, Roberta Krauss
<b>Guests:</b>	Cynthia Giammarinaro
<b>Recorder:</b>	Patricia Lopez

### AGENDA

**Call to Order 1:02 p.m.**

#### 1. Welcome/Introductions

#### 2. Approval of Agenda/Minutes

DISCUSSION	<ul style="list-style-type: none"> <li>Agenda and Minutes were approved by the Committee.</li> </ul>
CONCLUSION	

#### 3. SDCCE Budget

DISCUSSION	<ul style="list-style-type: none"> <li>VP Jacqueline Sabanos gave an update on the unrestricted budget, which now exceeds \$43 million. This reflects an increase from what was shared at Fall Convocation.</li> <li>VP Sabanos acknowledged and thanked Dr. King and the President of the Academic Senate for advocating an increase in adjunct funding for salaries and benefits.</li> <li>VP Sabanos highlighted that this increase marks the first time the district has fully funded adjunct salaries and benefits.</li> <li>VP Sabanos explained that college adjunct faculty work 15 hours per week, while continuing education adjunct faculty work 25 hours per week. Previously, funding was allocated based on 15 hours per week, leading to a budget shortfall each year. This year, the district fully funded adjunct salaries at the correct 25-hour workweek rate for the first time.</li> <li>VP Sabanos shared the impact of this increase, noting that this measure eliminates the previous budget shortfall and ensures adequate financial support for adjunct faculty salaries and benefits.</li> <li>VP Jacqueline Sabanos gave a quick review of SDCCE's funding.</li> <li>California Adult Education Program: Received a small increase, now at \$4.4 million.</li> <li>Strong Workforce Funding (Career Technical Education): Funding was reduced, which is unfortunate. VP Sabanos is hopeful that it will be restored in the next budget year.</li> <li>Student Equity and Achievement (SEA) Funding: Was reduced last year but has now been partially restored.</li> <li>VP Sabanos confirmed that VP of Student Services, Shakerra Carter, advocated at the district level and secured a slight increase for the current year. Last year, there was a mid-year cut of \$700,000.</li> <li>CalWORKs &amp; TANF Funding: Received an increase. These funds support students in achieving self-sufficiency.</li> <li>Workforce Innovation and Opportunity Act (WIOA) Funding: VP Sabanos reported a decrease in this funding.</li> <li>Overall, VP Sabanos expressed optimism about the district's \$58.4 million budget, which will allow operational needs to be met for the year.</li> </ul>
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	<ul style="list-style-type: none"> <li>VP Sabanos introduced the topic of the Cost of Living Adjustment (COLA), with a projected increase of 2.43% for the Student Centered Funding Formula (SCFF) and select categorical programs.</li> <li>COLA is typically applied to the California Adult Education Program (CAEP) but not usually to SEAP or SWP.</li> <li>Regarding the Student Centered Funding Formula (SCFF), VP Sabanos noted that SDCCE is not subject to SCFF because SDCCE is a non-credit institution.</li> <li>Non-credit programs are funded at a higher rate than credit programs.</li> <li>Credit colleges must meet specific requirements to receive the higher funding rate, whereas SDCCE receives it automatically for all of its Career Development and College Preparation (CDCP) non-credit programs.</li> </ul>
CONCLUSION	
Action Item [Who?]	
<b>4. Governor's January Budget Proposal</b>	
DISCUSSION	<ul style="list-style-type: none"> <li>VPA Jacqueline Sabanos provided an update on Budget Projections:</li> <li>A 5% increase in expected, which is positive news for the Community College District.</li> <li>The 2025-26 budget year is expected to be positive.</li> <li>Joint Analysis Document: The Association of College Business Officers (ACBO) and ACA release a joint analysis annually. This document offers a balanced and conservative perspective on the California budget and its impact on community colleges.</li> <li>VP Sabanos gave an overview of the California Budget Process: <ul style="list-style-type: none"> <li>January: Initial budget proposal is released.</li> <li>May: Revision based on April 15 tax revenues, providing a clearer financial outlook.</li> <li>July 1: Final 2025-26 state budget is adopted.</li> </ul> </li> <li>VP Sabanos mentioned that the Legislative Analyst's Office (LAO) generally provides more conservative projections than the Governor's proposal.</li> <li>The SCFF has been in place for five years and is expected to remain permanent.</li> <li>Before SCFF, credit colleges were fully funded at 100%. Under SCFF, only 70% of funding is guaranteed, while the remaining 30% must be earned based on student need and success metrics, such as: <ul style="list-style-type: none"> <li>Financial aid eligibility</li> <li>Associate degree for transfer completion</li> <li>Employment with a livable wage</li> </ul> </li> <li>As VP Sabanos previously mentioned, SDCCE currently receives full funding at 100%</li> <li>VP Sabanos clarified to the committee that the Administrative Services Office (ASO) doesn't make decisions about what to spent funds on. The restricted funding managers develop budget plans for the different restricted funding sources. ASO accounts for funds spent.</li> </ul>
CONCLUSION	-
Action Item [Who?]	- VP Sabanos will share the link to the Governor's Budget Proposal and the joint analysis.
<b>5. Request for Resources</b>	
DISCUSSION	<ul style="list-style-type: none"> <li>VPA Sabanos reviewed the resource request process and timeline:</li> <li>The Administrative Services Intranet includes the Compendium, which outlines the allowable uses of restricted funding sources.</li> <li>Current Stage in the Timeline: <ul style="list-style-type: none"> <li>Compilation of the Resource Request Spreadsheet is in progress, with some minor delays.</li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li>○ Budget Managers are currently meeting with requesting units to identify alignment with restricted funding sources (e.g., CAEP, SEA).</li> <li>• Next Steps: <ul style="list-style-type: none"> <li>○ January – March: The President, Deans, and Budget Managers will review the list to determine funding priorities.</li> <li>○ Faculty Engagement: <ul style="list-style-type: none"> <li>▪ Faculty discuss priorities with Program Chairs.</li> <li>▪ Program Chairs should collaborate with Deans to ensure critical needs are identified.</li> <li>▪ Deans will use this input during final budget discussions.</li> </ul> </li> <li>○ Requests are routed to the Technology and Safety and Facility Committees; these are reviewed by the committees. The feedback from these committees will be compiled into a comprehensive and transparent document for further discussion between Deans and the Vice Presidents. The final review will be conducted by the Vice Presidents and the College President before being presented at the Executive Governance Council for transparency and final decision-making. There always more requests than available funds, making the allocation process competitive.</li> <li>○ Administrative Services will assess restricted funding sources to determine available funds.</li> <li>○ A major challenge this year is the absence of PPIS funding, which has been crucial for instructional equipment.</li> <li>○ The college has not received PPIS funds for two consecutive years, creating significant difficulties.</li> <li>○ Historically, PPIS funding has fluctuated, ranging from \$1.2 million in some years to \$0 in others, making it an unstable but essential resource for the district.</li> <li>○ Stacy Surwilo proposed providing training for the newer Deans on the Resource Request Process. Director of Administrative Services, Mark Nesbit II agreed and suggested inviting all SDCCE Campus Deans to this training in collaboration with Dean Luedtke and Jesus Rivas. This training will highlight how the Resource Request Process aligns with Strategic Planning, emphasizing their interconnected role in institutional decision-making.</li> </ul> </li> </ul>
CONCLUSION	
Action Item [Who?]	- The Resource Request Process and Strategic Planning training will be an item to discuss during President's Cabinet

## 6. Q & A

DISCUSSION	
CONCLUSION	
Action Item [Who?]	

## 9. Adjournment Meeting adjourned at 1:43 p.m.

NEXT MEETING:

Monday, April 7, 2025. – 1:00 p.m.

Zoom

Minutes submitted by:

Minutes approved: