CITRUS COMMUNITY COLLEGE DISTRICT
Office of the Vice President of Finance and Administrative Services

FINANCIAL RESOURCES COMMITTEE MINUTES - May 5, 2003
1:00 p.m. – AD 206

PRESENT:

Marilyn Eng, Mike Fehrs, Carol Horton – chair, Dennis Korn, Patricia Lawrence, Judy Rojas (recording secretary) and Tasha Van Horn. Absent: Thom Armstrong, Alicia Bramble (student representative), Rosalinda Buchwald, Betty Gilham, Jeanne Hamilton, Rocky Reynolds and Louis Zellers.

OLD BUSINESS:

5.1 Approval of minutes of March 24, 2003. Minutes approved with a change to item 3.3, 2nd Paragraph. The minutes read:

“Mrs. Horton again mentioned that on top of the $530 million dollar cuts that the Governor proposed in January 2003, the District is looking at $4 million additional dollars in cuts.”

The minutes have been amended to read:

“Mrs. Horton again mentioned that of the $530 million dollar cuts that the Governor proposed in January 2003, the District is looking at $4 million dollars in cuts.”

NEW BUSINESS:

5.2 Approval of Budget Calendar and Assumptions. Mrs. Horton presented the Budget Calendar and the Budget Development Assumptions for the 2003-2004 year. She would like to submit them to the board at the May 13, 2003 meeting. The proposed budget cuts have been given to deans, associate deans and hopefully have been given to faculty for review and input. If you have seen any reports on the budget you will notice that adjunct faculty has been cut substantially. Mrs. Horton reported that the budget process has been very difficult this year. Los Angeles County is changing the software that they are using which in turn requires that we change our software to PeopleSoft. This completely changes our budget number structure. Though the changes are monumental now it will make the budget much easier to read. The numbers that we are using for the budget assumptions are based on the Governor’s proposed budget from January. A revised budget is due to come out around May 15, but until then we must use the numbers that are available to us. Instruction has been working diligently to cut $4 million from the budget. Jim Williams has submitted preliminary cuts, which only amounted to about $800,000 per semester. There have been three emergency meetings in the last 2 weeks to increase this number. Ms. Eng voiced concern that she had heard that all adjunct and overload was going to be deleted from the plan. Mrs. Horton stated that that was not correct. What was stated was that the approach that she suggested in developing the plan was to cut all adjunct and overload and then build them back up again to reach the budget plan. We should be okay if we can reduce the budget in the instruction area by the $4 million. There also needs to be a $1.3 million reduction in other areas. PERS is our
largest expense increase and we also have increases for step and class upgrades and health benefits. A discussion was held by the committee on enrollment management to increase revenue. The faculty concern was that the integrity and quality of instruction was not compromised by increasing the class sizes. They also hoped that their concern was heard and understood by management. Also, a discussion was held on the concept of program cuts. Mrs. Horton stated that it is very important for faculty to go to their deans and associate deans to give their input and receive input on the budget process.

5.3 Other. We will meet again as a committee in August after the fall semester begins.