DISTRICT BUDGET COMMITTEE
MEETING MINUTES

Thursday, May 18, 2023 · 1:30 – 3:00 PM

SJECCD District Office
40 S. Market St., CR112
San Jose, CA 95113

*Please state your name for accurate recording of the minutes.

1.) 1:30PM Call to Order
The meeting was called to order at 1:32pm.
A time of reflection on previous Vice Chancellor, Jorge Escobar.

2.) 1:30-1:35 Approval of May 18, 2023 Meeting Agenda
M/S/C (Gonzalez/Lopez) to approve the May 18, 2023 meeting agenda.

3.) 1:35-1:40 Approval of March 23, 2023 Meeting Minutes
M/S/C (Hawken/Ramirez) to approve the March 23, 2023 meeting minutes. Abstention by Fabio Gonzalez.

4.) 1:40-1:45 District Budget Committee Self-Assessment
Amber Machamer shared it is the time of year for the self-assessment survey. This short survey will be sent to all DBC members and will provide the opportunity for recommendations, goal setting, process changes and group engagement.

INES, in collaboration with ITSS, is in the process of upgrading services. If you would like to receive the enrollment report and are not currently on the list, email Ann.Machamer@sjeccd.edu.

INES Student Data Warehouse Update:
1. Roll out of new software interface and end-user training
2. Upgrade servers from locally hosted, unsupported server to cloud-base server (led by ITSS)
3. Enrollment report changes: more years of data in summary table and trend lines, race/ethnicity tab, Subject and course drill filters, length of week disaggregation
4. Access to Enrollment Report in CROA to run as needed
5. Final phases of validating Modality (the 6 agree upon instructional methods). Once this is in production we will add it to Program Review Reports
6. In development: a suite of "Core Institutional Reports": Course Fill Patterns, Course Success Analysis, Gradates and Awards, Initial/Subsequent Course Analysis, Registration Patterns

5.) 1:45-2:00 Part-time Faculty Health Insurance
Andrea Lopez (on behalf of Dan Hawkins) asked for clarity on the part-time faculty healthcare that the Board of Trustees approved and its impact to negotiations and the District budget.

Chancellor Rodriguez clarified it is currently tentative and there is a counter-proposal to the MOU.
6.) 2:00-2:40  FY 2023-24 Preliminary Tentative Budget Review
Chancellor Rodriguez clarified this is not the final adopted budget. Executive Director Joseph Chesmore, along with Jonathan Camacho and Hong Yang, reviewed the FY 2023-24 Tentative Budget report.

Ms. Lopez asked where to find the tax data point information presented. ED Chesmore will send the link.

Page 102: FY 2022-23 projection to be realized in July. Chancellor Rodriguez clarified this is not an extra $10M unallocated. In order to approve the Adopted Budget we cannot go into deficit. There needs to be a balanced budget.

PERS increases by 1% each year. Healthcare premiums have increased significantly.

Fabio Gonzalez asked for clarity on the state COLA, and if we qualify as a basic aid district. ED Chesmore confirmed we are not getting it; however, some categorical programs qualify for it.

Judith Bell asked how the budget is designed to support and enhance enrollment management especially during the summer. She was told by her college president there is not funding to expand enrollment.

Chancellor Rodriguez commented on the enrollment summit where they discussed activities, and enrollment has turned around. Before allocating more money, we need to look at what we are offering and if we are being efficient with the resources we have. Some analyses show results we are not really happy with; there’s a lot we can do at both colleges to increase use of existing resources.

Ms. Bell pointed out that part-time hourly funding has not increased for several years, so they don’t have the resources to expand enrollment. She is asking the district to take a closer look at the commitment it has to enrollment as it plans to spend millions of dollars on something that doesn’t exist yet (referring to East San Jose Fund 19). They are not getting the increase that should be happening every year to keep even.

Chancellor Rodriguez disagreed and stated we have hired a lot of full-time faculty over the last few years and have not been decreasing the part-time hourly budget. The East San Jose project is a board-initiated project, not a district project.

ED Chesmore added historically the adjunct budget has overspent on that one line item. There is a 20% increase from last year to this year.

Chancellor Rodriguez suggested adding this topic to a future agenda.

Mr. Gonzalez does not like the finger pointing. He sees funds in the budget where they can expand their class schedule to increase
FTES. This topic will require more dialogue from a leadership aspect on setting goals.

Fund 17 shows $0 for CEM as the plan is for it to be dismantled.

If there were an error in the Tentative Budget, it would need to be reflected in the Adopted Budget.

The average surplus of the last three years is $3.9M. Currently, it is $874,694. We are overspending. Funds were moved out of Fund 10 to the bond to cover the cloud migration and utilities. ED Chesmore is exploring options of moving funds out to restricted items.

FY 2022-23 Actuals: Expenses increased approximately $15M from last year to this year. The highest categories are academic salaries, benefits, PERS, STRS and utilities such as gas, water, garbage. Outstanding bad debt is approximately $15M.

FY 2023-24 Tentative Budget: Expense increases from last year's Adopted Budget are due to Kaiser, the MOU with the Adjunct Faculty at $1.6M, utilities, bad debt.

J Edward Stevenson commented that as the instructional administrator representative to the DBC, he would like to reframe the statement of overspending on the Adjunct faculty, but that they are being responsive to the students' needs and the increase in academic salaries correlates to the benefits in enrollment jumps and academic success.

The carry forward is limited to specific programs.

Mr. Camacho pointed out the increase in academic salaries of $6M and the 92 FTES increase.

7.) 2:40-2:55 General & Fiscal Updates:
   a) EVC
   b) SJCC
   c) DS/DW
   d) Foundation

   Rosalie Ledesma provided the Foundation’s detailed Quarter 3 budget report, which included budget cuts. Ms. Ramirez requested this budget report* be shared with the DBC. *attached

8.) 2:55-2:59 Future Agenda Items

9.) 3:00PM Adjournment

The meeting adjourned at 3:14pm.
## District Budget Committee Members

**Administrators**

**Chair**
- Raul Rodriguez

**Business Officers (4)**
- Andrea Alexander, EVC
- Christopher Hawken, SJCC
- Joseph Chesmore, DO
- Deanna Herrera, DO

**MSC (2)**
- J. Edward Stevenson, SJCC
- Victoria Menzies, SJCC

**Students (2)**
- Ayan Dalmar, EVC
- Leif Benson, SJCC

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**Faculty**

**Academic Senate – EVC (2)**
- Lisa Hays
- Garry Johnson

**Academic Senate – SJCC (2)**
- Fabio Gonzalez
- Judith Bell

**Academic Senate – District (1)**
- Emily (Phuong) Banh

**AFT 6157 (2)**
- Steven Mentor
- Philip Hu

Guests:
- Jonathan Camacho
- Hong Yang
- Jennifer Le Diep
- Corrine Gonzales
- Rosalie Ledesma
- Priscilla Louangrath
- Kathy Tran
- Kishan Vujjeni
- Abdul Idris
- Justine Cheng

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**Classified**

**CSEA 363 (4)**
- Abeer AbdelHalim
- Andrea Lopez
- Dan Hawkins
- Vacant

**Classified Senate - SJCC (2)**
- Yesenia Ramirez
- Angela Gullerud

**Classified Senate – EVC (2)**
- Sarai Minjares
- Blanca Lopez

**Recorder:** Shana Carter
# 3rd Quarter report
## Operating Budget as of March 31, 2023

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