

BAKERSFIELD COLLEGE

Budget Committee, Academic Senate Report

Prepared by Teresa McAllister, Faculty Chair

March 13th, 2019

The Budget committee held its second meeting of the semester on Monday, February 25th, from 4:00 to 5:00 p.m. in A5. During the school year, we meet on fourth Monday of each month.

The Budget Committee's charge reads:

The Bakersfield College Budget Committee is a governance committee that supports the college mission, goals and values through comprehensive evaluation of data relevant to the college annual planning process for resource allocation.

At the meeting the following items were discussed.

Goals & Decision Making Criteria

We are in the process of the annual review and revision our goals and the aforementioned Budget Decision Criteria which was last revised on May 31, 2011. We will provide a draft of proposed changes at the next Academic Senate meeting. The document showing embedded changes will be posted on the Budget Committee's webpage.

2018-19 District Office Adopted one-time expenses being funded by reserves

A total of \$1,954,389 one-time expenses will be funded through reserves. For a complete listing of line items being funded, see [the document](#) on our webpage.

2019-20 Budget Timeline and Tentative Budget

See the Budget committee's webpage to access the current [KCCD Budget Timeline](#) detailing dates, tasks, and responsible parties and the [2019-20 Tentative Budget](#)

Program Review and the Budget Connection

Kim Nickell, Faculty Co-Chair of the Program Review Committee shared a document she drafted to help the Budget Committee members understand the connection between the budget and program review. The committee reviewed and offered some clarifying revisions. The final document follows:

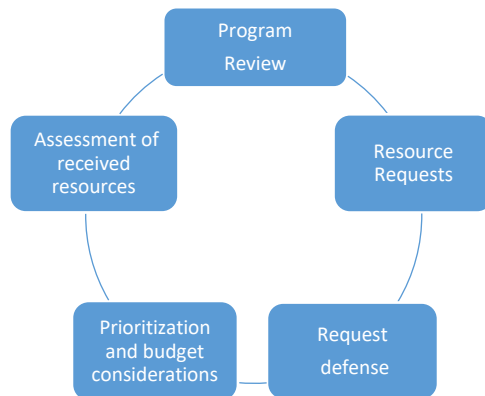
Program Review and the Budget Connection

Program review should be the primary tool for budget development at Bakersfield College. It is essential to institutional and program planning and accreditation compliance. All programs (academic programs, administrative units, academic affairs and student affairs) complete either a comprehensive program review or an annual update in which each program puts forward resource requests needed to accomplish program goals intended to support student success, the college mission, and long-term strategic planning goals. Program review goals and resource requests are supported by data, including student learning outcome data.

So how does the budget connect?

As programs complete their program reviews, the resource and staffing requests are disseminated to and are considered by ISIT, FCDC, Facilities, and CTE during the prioritization process. Resources and staffing are reviewed and these committees make priority judgements to determine if the needs can be addressed and accounted for in the coming fiscal year's budget. As well, justifications also go from Program Review through the dean/director's budget request for GU and RP FOAPALS under that administrator's oversight. This impacts budgets in areas like instructional supplies, department travel, and some specialized equipment maintenance or grant requirements. There are a few instructional areas that don't have budget lines for equipment and maintenance that programs like CTE, Music, Nursing and non-instructional programs do.

The Program Review Process: Closing the Loop



The Prioritization Process

The prioritization process is for those requests that are unfunded at the time of the request. We do not prioritize those requests that have a budgeting source – such as a grant or department funding.

It is intended to establish funding priorities of resource needs through a shared planning process that involves all constituent groups. For those pressing resource requests that cannot be addressed through the annual budget development process (general funds), a collaborative process (ISIT, FCDC, Facilities, and CTE) to review these resource allocation requests and collectively agree on a prioritization of those requests is done in the hopes they can be addressed through other funding sources that are available to the college (i.e., grants). To “close the loop,” Program Review asks each area to assess whatever unfunded request that they had received in the previous Program Review cycle for effectiveness.

District-wide Budget Committee/Academic Senate President report(s)

- KCCD Board Finance Committee will be moving forward BP 3A1A6 with the following language: District-wide unrestricted general fund reserves shall be no less than fifteen percent (15%) and should not exceed twenty percent (20%) of the total unrestricted district-wide expenditures. College budgeted reserves will not be considered as part of District-wide reserves. Each of the colleges shall maintain a minimum unrestricted general fund reserve of five percent (5%) of the total unrestricted college expenditure. These reserves will be established as unrestricted reserves for obligations and contingencies. Note two changes were made to the proposal: 1) Trustee Corkins recommended changing the words “shall not exceed twenty percent” to “should not exceed twenty percent” and 2) Chancellor Burke unilaterally recommend college reserves be a minimum of 5% instead of the recommended 3%.
- The expected tru-up from the newly implemented Student Center Funding Formula, expected on February 15, 2019 has been pushed back to the end of February. Early simulations of the formula indicated KCCD may see a windfall of as much as 10 million dollars if such simulations hold true.
- The district office has shared their Annual Unit Reviews, as well as their request for new positions. Collectively, the district office is requesting 9 new positions for an ongoing cost of approximately 1.5 million. There is concern that the 2019-2020 increase in revenue may not be able to support such an increase in D.O. labor. The Governor’s proposed budget provides approximately a 4.0% increase for COLA/Growth. Currently this would generate an increase for KCCD of approximately 6 -6.5 million. An initial review of 2019-2020 expenditures which include 31 new positions to meet the FON obligation (approx. 3.1 million), increases for salary cost for all employee class (1.8 million last year), STRS/PERS increases (1.5 million last year), as well as increases in areas of OPEB ARC, Temporary faculty, Capital outlays, and collective bargaining and any new positions to be added at the colleges could exceed expected revenues without D.O. positions considered.