

## **Fiscal Resources Committee**

Via Zoom Video Conference Call

1:30 p.m. – 3:00 p.m.

### **Meeting Minutes for November 17, 2021**

**FRC Members Present:** Adam O'Connor, Steven Deeley, Noemi Guzman, Safa Hamid, Bart Hoffman, Cristina Morones, William Nguyen, Enrique Perez, Craig Rutan, Arleen Satele, and Vanessa Urbina

**FRC Members Absent:** Iris Ingram, Morrie Barembaum, Jim Isbell, and Yara Hernandez

**Alternates/Guests Present:** Jason Bui, Thao Nguyen, Vaniethia Hubbard, Kennethia Vega and Barbie Yniguez

1. Welcome: O'Connor called the meeting to order at 1:35 p.m. via zoom and welcome remarks were made.
2. State/District Budget Update
  - EdSource – Projected K-12 drops in enrollment pose immediate upheaval and decade-long challenge
  - 2020-21 FTES (RECAL) comparison spreadsheet
  - SRP/Rightsizing Savings by location
  - SSC – Department of Finance Releases October Finance Bulletin
  - SSC – Legislative Analyst Reviews State's Higher Education Spending Plan

O'Connor referenced above handouts for information and further review. He briefly discussed the 2020-21 FTES (RECAL) comparison spreadsheet that shows a pick-up of approximately 1.5% in comparison to P3 report. He also reviewed final comparison to previous year signifying a decrease in enrollment of 6.27% for the district as a whole. This is less than P3 report which revealed a 7.64% decrease. While credit programs reported a decrease, noncredit programs reported an increase for SAC at 10% and SCC at 27% and helped offset the loss in credit. Perez reported current credit enrollment is down for SAC by 2.7% and SCC by 13.5%; whereas noncredit at SAC is up 15% and SCC is up 21.3%. The trend continues with credit enrollment declining and noncredit enrollment increasing.

O'Connor reviewed and discussed the SRP/Right Sizing Savings document that was previously shared in August noting a \$4.1 million in total savings districtwide. The document has now been amended to include the number of positions including those being filled for each budget center. SAC had 73.64 FTE positions, SCC 38.99 FTE positions, and DO 20.51 FTE positions for a total of 133.13 FTE positions. The plans to fill these positions are about 50 at SAC, a little of 25 at SCC and almost 16 at DO for a total of 91 FTE positions. That is filling over 68% of the vacated positions. The original plan was to fill 50% of the vacated positions, but it became necessary to fill more than 50%. Discussion ensued with confirmation that larger percentages of faculty positions remain vacant while faculty coordinators transitioned to manager positions.

### 3. Committee 2021/22 Goals - ACTION

O'Connor reviewed the goals presented at the last meeting and referred to the minutes that included a suggestion to add a new goal. Additionally, he screen-shared the BAM section that references District Council as the entity responsible for the annual review of district services and institutional costs including an evaluation of the effectiveness of services provided. This appears to be what was proposed at the last meeting but is a responsibility of District Council. Discussion ensued that confirmed the goal

to be a comparison among districts of the same size as RSCCD and noting that FRC is far more versed in budgetary and fiscal discussion than District Council. District Council reviews and considers the recommendations of FRC without getting into the finer details of the budget. Perez and O'Connor confirmed that District Council has not actually completed this review even as part of SB361 BAM. FRC is where discussion occurs regarding changes to the budget and BAM. FRC is charged with review of BAM, but not charged with review and comparison with other districts. That is more of a strategic discussion and should be held with District Council or POE. In conclusion it was suggested that District Council be reminded of the responsibility noted in the BAM to conduct the review and evaluation each fall. Both Vice Chancellor Ingram and Vice Chancellor Perez will take to District Council for further discussion at the next meeting. If District Council makes a change, FRC would be tasked with the recommendation regarding the funding.

A motion by Arleen Satele was made to approve the goals as submitted. The motion was seconded by Enrique Perez and passed unanimously.

4. Standing Report from District Council - Craig Rutan

Craig Rutan provided a brief report on the actions of District Council that approved administrative regulations 3310 (records retention), 6010 (equitable opportunities for business enterprises), 6012 (sustainable practices), 7400 (travel) to clean up language, revise Business Services title, and 7325 (COVID-19 vaccination and immunization program) to address personal exemption for vaccination by employees. Additionally, District Council approved job description for Manager of People and Culture and reorganizations for Human Resources.

5. Informational Handouts

- District-wide expenditure report link: <https://intranet.rscdd.edu>
- Vacant Funded Position List as of November 9, 2021
- Measure "Q" Project Cost Summary as of October 31, 2021
- Monthly Cash Flow Summary as of October 31, 2021
- [SAC Planning and Budget Committee Agendas and Minutes](#)
- [SCC Budget Committee Agendas and Minutes](#)
- Districtwide Enrollment Management Workgroup Minutes

Information handouts were referenced for further review.

6. Approval of FRC Minutes – October 20, 2021

A motion by Bart Hoffman was seconded by Enrique Perez to approve the minutes of the October 20, 2021 meeting as presented. There were no questions, comments or corrections and the motion passed unanimously.

7. Other

**Next FRC Committee Meeting:**

The next FRC meeting is scheduled for Wednesday, January 19, 2022, 1:30-3:00 p.m.

It was moved by Arleen Satele and seconded by Bart Hoffman to adjourn the meeting at 2:00 p.m. The motion passed unanimously.