



GROSSMONT COLLEGE
Budget Committee
Thursday, August 13, 2020
3-4:30 p.m.

Via Zoom <https://cccconfer.zoom.us/j/95520337500>

Meeting Summary

Purpose The Budget Committee encourages transparency and constituency understanding of the budget, works to ensure that the budget allocation process is driven by college-wide planning and strategic priorities, and provides recommendations to the College Council on issues related to budget development and management.

In addition, the Budget Committee provides ongoing oversight in relation to budget changes and information at the State and District levels.

CO-CHAIRS	ASSOCIATED STUDENTS OF GROSSMONT COLLEGE	
x Bill McGreevy	<input type="checkbox"/> King Wong	x Marsha Gable
x Michele Martens, Classified Professional Co-Chair	<input type="checkbox"/> Kaelyn Mastronardi	x Marshall Fulbright

ACADEMIC SENATE	CLASSIFIED SENATE	ADMINISTRATORS' ASSOCIATION
x Sara Ferguson	x Bryan Lam	<input type="checkbox"/> Wayne Branker
x Judd Curran	x Michele Martens	<input type="checkbox"/> Michael Copenhaver
	x Ruth Ramirez Ruiz	x Genie Montoya
		Guest: President, Nabil Abu-Ghazaleh

RECORDER
x Patty Sparks

ROUTINE BUSINESS	
1. Public Comment (5 Minutes)	No Public Comment
2. Welcome and Introductions	Introductions were made.
3. Additions/Deletions to Agenda	No Additions. McGreevy moved to move Agenda Items as follows: Budget Update - Item 5 Dr. Abu-Ghazaleh Comments / Q&A - Item 6 Review Budget Committee norms / Establish Zoom norms - Item 7 Members agreed.

<p>4. Approve Meeting Notes & Follow-up</p>	<p>May 22, 2020, Under Budget Update</p> <p><u>District level</u> Projected Revenue vs Projected Expenses. Essentially our outgoing funds are at 94% and salary and benefit expenses are at 96%.</p> <p>Should read:</p> <p>District level It is projected that expenditures will outpace revenues in the next few years if we do not reduce our spending patterns.</p>
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NEW BUSINESS

<p>5. Dr. Abu-Ghazaleh Comments / Q&A (20 minutes)</p>	<p>President Abu-Ghazaleh stated that enrollment is down and has decreased yearly for the past few years. The Student Centered Funding Formula (SCFF) shook up how we are funded and, in 2023/24 the District will experience a major loss of income if enrollment does not increase. This kind of loss is referred to as the “Fiscal Cliff.” The District must contain its expenditures and plan for increased enrollment</p> <p>This Committee makes recommendations to the College Council. This Council’s responsibility is to ensure all constituency groups are heard.</p> <p>McGreevy stated that he is the convener for College Council and will defer to his Co-Chair, Michele Martens, to present update and/or recommendations from the Budget Committee.</p>
<p>6. Review Budget Committee norms / Establish Zoom norms - All (15 Minutes)</p>	<p>The members briefly reviewed the norms established in February, 2019. The established Norms are still in place however the Committee discussed adding Zoom Meeting protocol. Members discussed the following:</p> <ul style="list-style-type: none"> • Use the “raise hand” feature in the Zoom participant window to avoid talking over each other. • Mute microphone unless talking. • For consensus items, the Recorder will type the consensus item in the chat window and voting members (by constituency group) will enter: “Yes” for yes votes, “No” for no votes and “Sideways” for a neutral vote. <p>Suggestions and feedback:</p> <p>Add to Norms:</p> <p>Members are responsible to report and share information to their constituency groups on Budget Committee related items. (It was noted that this is outlined in the Governance Handbook, but the Committee agreed to the importance of including it within the established “Norms.”)</p> <p>It was further discussed that the Committee create a quarterly/or semester report for the representatives to bring back to their constituency groups. It was suggested that this can be done by utilizing meeting notes.</p> <p><i>Action taken: Members agreed to move forward with the suggestions provided.</i></p>

<p>7. Budget update/discussion - McGreevy (20 minutes)</p>	<p>McGreevy provided a PowerPoint Presentation relating to the 2019/20 and 2020/21 Budgets. Some discussion points as follows:</p> <ul style="list-style-type: none"> - Budget Deficit of \$9.4 Million for GCCCD for 2019/20, Grossmont College’s share, \$6.4 Million - Impacts to 2019/2020 fiscal year budget due to extended statewide income tax filing to July 15. - Actuals expected mid-August, early September - 2020/21 TB created with a 8% deficit as compared to 2019/20. - Revenue reduced due to less bookstore revenue, facilities rentals, etc. - International Student revenue down approximately 40% from \$3 million in the prior fiscal year. - True ending balance to be determined once actuals are finalized. - Due to uncertainties statewide, Chancellor Oakley extended deadlines for budget reporting - The Governing Board approved the 2020/21 Tentative Budget July, 2020 - It is estimated that about half of the deferred funding could be rescinded if Congress approves an additional stimulus package with sufficient funding by October 15, 2020. - Hold harmless provision extended through 2023/24 <p>Planning is on-going to address cost saving measures and multi-year plans are being created.</p> <p>PowerPoint presentation provided on the Budget Committee Webpage along with this meeting summary.</p>
<p>8. Budget 101 – CARES Act updates/Current status – McGreevy (10 minutes)</p>	<p>McGreevy provided a PowerPoint presentation and highlighted the following:</p> <p>The Coronavirus Aid, Relief, and Economic Security (CARES) Act. Allocations must have a clear nexus to significant changes for the delivery of instruction. Some allowable expenses discussed:</p> <ul style="list-style-type: none"> - Faculty Professional Development and Training - Student Workers (tutors & extra cleaning) - Technology, such as Chromebooks - Lab Kits - Cleaning Supplies - 25% CARES match to Federal Emergency Management Agency (FEMA) funds <p>Students who receive allocations can utilize funds received for books, materials and equipment. There is no regulation on how students spend the funds.</p> <p>The PowerPoint will be provided on the Budget Committee webpage along with this meeting summary.</p>
<p>9. Summary – (5 minutes)</p>	<p>Committee discussed and agreed to provide a quarterly or semester report for constituency groups to share and to be mindful of acronyms. The idea is to relate information that is transparent and “easy to understand.”</p>

COMMITTEE REPORTS	
<p>1.</p>	<p>No Committee Reports</p>

DISCUSSION ON PREVIOUS AGENDA ITEMS
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2.	
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FOR CONSENSUS

3.	
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4.	
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FOLLOW-UP

Who	Item	Timeline

5. WORK AHEAD

- Announcements

NEXT MEETING: Thursday, September 10, 2020 / 3-4:30 p.m.

Committees are to establish norms

In order to create valued outcomes, a commitment to participation, dialogue, and the pursuit of value in the form of useful output by all is necessary. It is acknowledged that there are power dynamics in a room. Work must be done to create the equitable and inclusive environment sought for effective and active participation. To do so, council/committee members will establish behavioral norms that include the following meeting rules of engagement, make use of meeting tools, and respect the roles of each member.

Rules of Engagement

In participatory government, a high level of collegiality, respect, and civility is expected. Those expectations include the following rules:

- There is no rank in the room when at the committee table. All participants are treated as peers, both between constituencies and within constituencies.
- Speakers will be heard one at a time and without interruption. Participants will allow for moments of silence for thought and other viewpoints. In consideration of hearing all feedback, members should be mindful of how often and how long they speak. Equity in consensus building means including diverse perspectives at all levels of the organization.
- Members will be engaged and contribute, and challenge ideas, not people. All meeting attendees will be respectful/civil in their comments, responses, and body language.
- Members will listen to others, and seek to focus on the merits of what is being said, while making a good faith effort to understand the concerns of others. Council/committee members are encouraged to ask questions of clarification.
- Each person reserves the right to disagree with any proposal and accepts responsibility for offering alternatives that accommodate individual interests and the interests of others.
- All members should be mindful of the language used in discussions, including use of "I" statements instead of "they" attributions to relate anecdotal evidence or experiences. Members are encouraged to use an asset-minded approach that focuses on what works and how something can be done. This is in contrast to a deficit-minded approach that focuses on the negative and why an initiative, idea, or project can't get done.
- All council/committee members will be aware of the purpose and responsibility of their committees. When issues arise in discussion that are not supported by the committee's charge, the chair will identify the proper council, committee, or constituency group leadership for review, and forward the issue for consideration.
- Once consensus is reached after deliberation, council/committee members will support the group's recommendation.