



Planning and Budget Council

Minutes – **APPROVED**

January 22, 2024

1:30 – 3:00 PM

Attending: Li Collier, Patty Collis, Stephanie Dirks, Maggie Fishman, K. Frindell Teuscher, Angélica Garcia, Benjamin Goldstein, Robert Holcomb, Kate Jolley, Sara Jones, Sean Martin, Eve Miller, Nancy Persons, Theresa Richmond, Whitney Schultz, Molly Senecal, Sandy Sigala, John Stover, Debbie Weatherly

Absent: D’Juan Brundidge, Anne Donegan, Joshua Pinaula, Jeremy Smotherman

Guests: Victor Tam

1. **Agenda Review and Minutes Approval for 11.13.23 and 11.27.23**

The 11.13.23 Minutes were approved.

The 11.27.23 Minutes were approved with a change to agenda item #3 Guided Pathways workplan – replace “report” with “workplan”.

2. **Member Announcements and Questions**

Dr. Molly Senecal was welcomed to the Council. She will be chairing the PRPP Coordinating Committee while Jeremy Smotherman is on leave.

3. **SEA Program Update**

Li Collier and Victor Tam provided an [update](#) of the Student Equity and Achievement (SEA) Program. In 2018 the SEA Program was established and consolidated Student Success and Support Program, Noncredit Student Success and Support Program, Basic Skills Initiative, and Student Equity with a focus on reducing equity gaps, implementing an equity plan, and providing students with an education plan. SRJC sought guidance from the RP Group and their student success research to implement and adopt these models to reduce equity gaps. The [Student Equity Plan 2.0](#) was developed, and the SEA Program was organized into [six program categories](#) and supported initiatives.

Small funding increases since 2018 have brought the SEA budget allocation to \$6,426,583, however, there have been no COLA increases despite rising personnel costs resulting in 93% of SEA expenditures. The goal is to maintain 70% in personnel costs to allocate more funding for programs.

SEA Program highlights include matriculation for 70% of students; about 70 faculty and staff engaged in a wide range of DEIAA centered Communities of Practice in 2022-23 and seven proposed community of practices to launch this spring; and the transformation of the Roseland campus.

SEA program is a key initiative that supports student equity outcomes, in conjunction with other district plans. The intention is to collaborate with the Office of Institutional Effectiveness, Research and Planning to ensure SEA supported initiatives align with overarching goals.

4. **District Education Plan Update** – Nancy Persons

Last semester Academic Senate put out a call for 10-12 members to join the District Education Plan workgroup. After extending the deadline, Nancy Persons reported faculty appointments for various disciplines and programs have been confirmed with one exception. AFA will appoint someone at their next meeting, and other appointments for SEIU and administration are expected. Once appointments are finalized, the plan is to hold weekly one-hour meetings starting in mid-February.

5. **January State Budget Overview** – Kate Jolley

Despite California facing a multi-billion dollar deficit, the Governor's 23/24 budget proposal includes favorable funding for community colleges including a 0.76% COLA for apportionments and select categorical programs, and \$60 million over five years in one-time funds for nursing program expansion to address the nursing shortage.

Of particular importance to SRJC was student housing funding. Dr. Garcia was thanked for advocating on behalf of the District for statewide lease revenue bond to address student housing needs for \$15 million already allocated for students in need.

In response to questions about the nursing program funding, Kate Jolley explained the proposal is for one-time funding over five years, and areas with larger nursing shortages would receive a larger share of the funds.

6. **320 P1 report**

Kate Jolley provided a summary of the [2023/24 320 P1 Report](#) which reports FTES to the Chancellor's Office and is submitted in January, April, and July and with revisions if necessary, in November. All reports are available on the [Finance and Administrative Services website](#). The P1 report includes summer and fall actual FTES and estimated spring FTES, and overall increases were reported across the board. Highlights include:

- In summer there was a 6.8% increase in FTES served, however, an audit finding reduced what was reported. For this report, FTES served is 14,100 and 13,739 reported.
- 8.3% increase in fall, however, this will also be reduced slightly due to the audit finding.
- Reported FTES estimated an increase of 6% for spring.
- AB540 increase of a little over 4%.
- Slight increase in incarcerated and non-resident FTES.

7. **2022/23 District and Bond Audits – Kate Jolley**

The District Audit reports mandated by the Governmental Accounting Standards Board (GASB) contain a lot information although not all relevant. For more pertinent information of the District's financial position, specifically the general fund, the budget report presented to the board and brought to PBC in the fall is more useful.

Kate Jolley referred to the Management Discussion and Analysis starting on page 4 which addresses and provides a summary of each of the statements beginning on page 15. It was noted all reports received a clean, unmodified audit. A finding related to compliance with Instructional Service Agreements resulted in the loss of 104 FTES in 22/23. The process has been addressed, and we anticipate being able to claim the FTES loss in future years. Responding to a question on personnel costs, Kate reported personnel costs have decreased as a result of the long-range plan.

Whitney Schultz, Stephanie Dirks, and the Accounting, A&R and Financial Aid Teams were thanked for their extensive work on the audit.

In response to when the hold harmless waiver expires, Kate explained hold harmless reform which eliminated the fiscal cliff effect for the District resulted in a new funding floor established in 24/25 and provides no ongoing/cumulative COLA beyond that year until we grow into our funded level. As the Strategic Enrollment Management Plan is implemented, we'll be able to report on progress made. Dr. Garcia reported President's Cabinet will be reviewing the P1 data with the Student Centered Funding Formula (SCFF) metrics to identify growth opportunities. Once the state releases the final SCFF data, it will be presented to PBC.

The meeting adjourned at 2:34 p.m.