

BUDGET COMMITTEE

October 26, 2020

4:00 p.m. to 4:30 p.m. virtual meeting

<https://committees.kccd.edu/bc/committee/budget>

MEETING MINUTES

Present

Mike Giacomini, Teresa McAllister, Steven Holmes, Nick Strobel, Angela Williams, Kathryn Wright, Somaly Boles, Kimberly Nickell, Meg Stidham, Stella Ponce, John Gerhold, Jo Ellen Barnes

Agenda

Meg Stidham made a motion; Nick Strobel seconded the motion to accept the October 2020 meeting agenda. The motion was passed.

Minutes

The minutes were moved to the next meeting in order for members to review them.

Group Picture

Due to time constraints, the group picture will be taken at the next meeting.

2020/21 Budget

We submitted a balanced budget. We are in a good position this year. Even if lighter revenues come in from the state from our P1, we should still be in good shape. 2021/22 will be more of a challenge and may have a potential for budget shortfalls.

Budget Open Forum

Budget Open Forum is Wednesday, 11/25/20. Somaly Boles and Mike are working on a presentation with input from Sonya Christian. We will have Teresa McAllister and Steven Holmes to be part of this presentation. The Budget Open Forum will be right after the college council meeting and just before the Academic Senate meeting.

Updating Budget Committee Charge

This document has moved forward for approval to the Academic Senate and College Council.

Decision Criteria Document

Budget Committee reviewed the Decision Criteria Document. Kim Nickell made a motion; John Gerhold seconded the motion to accept the Decision Criteria Document as is. The motion was passed.

Syntellis Budgeting Software

Syntellis budgeting software was purchased by the District and it will work with Banner. One of the benefits of having Syntellis is that it will be used for BC's program review budget development phase and hope to eliminate excel spreadsheets. We are laying the groundwork for this new program and it will be implemented for the 2022/23 fiscal year. It will expedite budgets with the benefit of being able to run what-if scenarios such as the pandemic and how it might affect our budgets. Current different rates for benefits, different unions and differing salary schedules used are currently in spreadsheets and getting reports by hand has become too costly time wise and too labor intensive to maintain the current system. This new program is a game changer because it obtains a lot more information with less effort and with the ability to change things in minutes. With our current system, we are not able to forecast. In the future, we will have flexibility throughout the fiscal year

to get information at different points in time. Examples would include Admin structure review, looking at classified and management positions and looking at the 50% law, which has a very complex formula. Syntellis will streamline our budgeting processes and the reliability of what is produced will be stronger. With this new program, our Budget Analysts will not have to spend as many hours inputting data and have more time analyzing the data. Report capabilities are easier to navigate, we will not have to rely on other programs and we will start with reports that affect all three campuses. Banner and Syntellis will work synchronously.

Standing Item: District Budget Committee Report

Nothing new at this time.

BC's Budget Committee Future Topics

Future topics will include:

1. Cost per FTES efficiency metric
2. ROI – Return of Investments – Leasing out Kratzmeyer property; other properties/spaces not being used; look at subleasing out land
3. Fiscal Resilience – Educational model post COVID; remote services; employee working from home
4. How Reserves are Generated
5. Revenue Generation