



## Budget Committee

**MINUTES** for Monday, September 19, 2022

1:00 p.m.

Zoom

<b>Members Present:</b>	Claudia Tornsaufer, Denise Munoz, Floreniza Yumul, Jan Jarrell, Mark Nesbit II, Jacqueline Sabanos, Stacy Surwilo, John Bromma, Andrei Lucas, Shirley Pierson, Michelle Gray, Cassandra Storey
<b>Members not Present:</b>	Jacqueline Hester, Lorie Crosby-Howell, Kelly Henwood,
<b>Guests:</b>	
<b>Recorder:</b>	Patricia Lopez
<b>AGENDA</b>	
<b>1. Call to Order 1:03 p.m.</b>	
<b>2. Approval of Agenda</b>	
<b>3. Approval of Minutes</b>	
DISCUSSION	Minutes were approved.
CONCLUSION	Dean Jarrell moved to approve the minutes, Shirley Pierson second; motion approved.
<b>4. Welcome and call to Order</b>	
INFORMATION	<p>- VPA, Jacqueline Sabanos welcome the Budget committee to our first meeting of the semester. She introduced Stacey Surwilo, who will be serving as the new co-chair of the Budget Committee.</p> <p>-VPA Sabanos went through an overview of the Budget Committee Purpose and Goals, as well as the membership of the Budget Committee Meeting.</p>
DISCUSSION	
CONCLUSION	
Action Item [Who?]	
<b>5. Resource Allocation Process</b>	
INFORMATION	<p>-Jacqueline Sabanos gave an overview of the Budget Allocations for the 2022-2023 fiscal year.</p> <p>-The General Fund increased for about \$1.5 million. The General Fund funds all operating cost of all campuses. The general fund unrestricted budget is our primary source of revenue and finances all of the general operations for San Diego College of Continuing Education campuses (SDCCE), including administration, instruction, student services, and maintenance and operations. Employee salaries comprise 97% of the general fund.</p>

	<p>-California Adult Education Program increased slightly and is now at nearly \$4 million dollars this year. We use this allocation to strengthen programming for our adult learners in our region. Specifically, this funding is designated to serve students who are working towards a high school diploma or equivalency; learning English as a second language; enrolling in career technical education curriculum; or taking courses designed for adults with disabilities.</p> <p>-Strong Workforce funding has been allocated by the state to increase and improve career technical education. Specifically, Strong Workforce funding aims to improve a student's social mobility and increase the number of middle-skill workers. Our allocation this year is almost \$1.3 million dollars. Strong Workforce funding may also be used for innovative student success initiatives, expanding career pathways, enhancing workforce data, outcomes, and building out CTE programming.</p> <p>-Student Success and Support Programs, or triple SP, Student Equity and the Basic Skills Initiative (BSI) funds were combined, and we now call them the Student Equity and Achievement Program or SEAP. These funds provide us with \$3.3 million dollars to ensure that all students complete their classes, persist to the next academic term, and achieve their educational objectives through the student-direct components of admissions, orientation, assessment and testing, counseling, and student follow-up.</p> <p>-Physical Plant and Instructional Support funding is \$1.2 million. This funding allows for non-recurring repair and maintenance of facilities to correct and avoid health and safety hazards and maintain an environment conducive to learning. Most importantly this funding assists us with our ever-growing need for instructional equipment, and technology.</p> <p>-This year we have \$2.5 million in remaining Higher Education Emergency Relief funding this year, which assists us with the impacts that COVID-19 has had on SDCCE. The funding will be used to increase faculty and student supports, expand technology for students and employees, and provide support to reopen our campuses safely</p>
DISCUSSION	
Action Item [Who?]	-Jacqueline Sabanos will provide the PowerPoint Presentation presented by Bonnie Dowd to the members of the Budget Committee Meeting.
<b>6. Resource Allocation Process</b>	
INFORMATION	<p>-VPA Sabanos reminded the group that former President Kay Boger sent out an email with all the resource requests back in June with all the information on the resource requests' status from last year.</p> <p>-This year the process will remain the same as last year's.</p> <p>-Jacqueline Sabanos clarified the requests do not go through the Budget Committee; the requests would be sorted by administrative services and sent to the committees that pertain to be ranked.</p> <p>-There was much discussion regarding Resource Allocation Process.</p> <p>-Jacqueline Sabanos invited the members of the Budget Committee to bring ideas on how to improve the Resource Allocation Process.</p>
DISCUSSION	

Action Item [Who?]	-VPA Sabanos will send out the spreadsheet and email sent back in June by former President Kay Boger. -Jacqueline Sabanos will send out the email with the breakdown of the Resource Allocations and how these were funded and percentage it was allocated to them.
INFORMATION	
DISCUSSION	
Action Item [Who?]	
<b>7. Adjournment Meeting adjourned at 1:56 p.m.</b>	

NEXT MEETING:

Monday, November 7, 2022. – 1:00 p.m.

Zoom

**Minutes submitted by:**

**Minutes approved:**