



Budget and Fiscal Planning Committee

May 16, 2012

Members present:

✓John Lau, VP for Business Services, Co-Chair
✓Kathy Berry, Administrative Representative
✓Jessica Waddell, College Council Representative
✓Eric Jacobson, Faculty Representative
✓Dave Drury, Faculty Representative
✓ASG Representatives

Recorder: Mary Carter

✓Kevin White, Academic Senate Rep., Co-Chair
✓Jeff Cantwell, CMCA representative
✓Frances Arce-Gomez, CSEA Representative
✓Marilyn Boyle, CSEA Representative
✓Carlos Fletes, Director of Fiscal Services
✓Alternate(s): Laura Hartsock, CSEA

Visitors: Todd Finnell, Jeff Enz, Eldon Caldwell, Steve Cook, Martha Olea and Larry Valenzuela

Call to Order

The special meeting of the Budget and Fiscal Planning Committee was called to order by co-chair Kevin White at 3:35 p.m. on Wednesday, May 16, 2012. The meeting was held in the board room.

Approval of Minutes

M/S/C Berry/Boyle to approve the minutes of the May 2 and May 9, 2012 meetings as presented.

2012-13 Budget

Todd Finnell, VP of Information Technology gave a PowerPoint presentation on the Computer Refresh Program. The cost of the program for 2012-13 is comprised of:

- computer replacement (primary computer for employee – either laptop or desktop), $(\$750 \times 1,100) / 5 \text{ years} = \$165,000$ The figure of 1,100 computers is based on approximately 1,000 computers currently on campus and an additional 120 computers that will be deployed to classrooms.
- Data projector replacement, $(\$800 \times 120) / 5 \text{ years} = \$19,200$ (the \$800 figure is a composite rate)
- Total: \$184,200

VP Finnell stated that replacement of network equipment and data center equipment is needed, but funding is not included in the 2012-13 plan. Replacement of IVC computers would be done 20% per year over five years. Different methods of deployment could be utilized. One method would be to replace all computers in a “zone” and redeploy useable computers from

that zone to other areas. It is not recommended to go longer than five years before replacing computers. A three year replacement cycle is more typical.

VP Finnell estimated savings to the College under the plan at \$142,000. He stated that it would be a change in the way computer repair is currently handled.

Micro-computer technicians Eldon Caldwell, Larry Valenzuela, Martha Olea and Steve Cook stated that they had just received their lay-off notices and commented that together combined they had over 60 years of experience at the College, had handled 1,300 computer problems in the past year, that 44% of job requests received by IT are assigned to computer technicians. What about service for the 80% of computers that are not new? In addition, many help desk requests are user issues.

Committee members asked about computer support with only one half-time computer technician position remaining. VP Finnell stated that other IT staff is available for support and that desk top computers could be easily swapped out. Committee member Jacobson asked VP Finnell for a copy of the PowerPoint presentation. Co-Chair White asked if there was not a middle ground and he suggested that VP Finnell come back next week. In the meantime, the committee could do some fact-finding.

Adjustment to budget:

Carlos Fletes, Director of Fiscal Services an updated worksheet showing additional budget adjustments:

- o Security budget reduced by \$7,650 (reduction to student employment)
- o Reduction of \$262,624 due to May Revise
- o Revised reserve of -490,386 (-1.4%) if all adjustments are achieved

Director Fletes stated that base revenue for 2012-12 will be calculated on 6162 FTE if the tax measure does not pass. The College is currently being paid at 6559 FTE but reported 6528 on its last attendance report. VP Lau stated that 6162 FTE is the College's best case scenario for 2012-13 paid FTE due to the fact that the state keeps missing its revenue projections.

VP Lau stated that the committee should meet during the summer as needed because of the volatility of the state budget situation. A recommendation on how to balance the budget is needed at the next committee meeting. Co-Chair White asked committee members to look at the budget information, ask questions, and plan for a recommendation on the reserve level at the next meeting.

Next meeting: May 23, 2012, 1:30 p.m.

Meeting adjourned at 3:05 p.m.

Imperial Valley College
7 year funding analysis
Unrestricted General Fund Only
May 9, 2012

Actual FTES	6,501	7,086	7,426	7,132	7,290	6,529	6,162
Funded FTES	6,501	6,800	7,206	6,929	7,102	6,529	6,162
Growth			0.00%	0.00%	2.40%	0.00%	0.00%

	<u>06-07</u> Actual	<u>07-08</u> Actual	<u>08-09</u> Actual	<u>0910</u> Actual	<u>10-11</u> Actual	<u>11-12</u> Budget	<u>12-13</u> Budget
Federal			2312	1,631	1,101	1,116	1,116
State Revenue	26,974,347	27,528,780	29,910,045	29,100,134	30,246,772	27,661,494	26,840,045
Local Revenue	6,981,997	7,716,514	7,877,467	7,429,777	7,263,236	6,454,170	6,069,724
Total Revenue	33,956,344	35,245,294	37,789,824	36,531,542	37,511,109	34,116,780	32,910,885
Cert Salaries	14,788,954	17,245,304	18,176,241	17,973,028	16,542,597	15,056,827	15,489,017
1110 Instruction Regular Salaries	7,369,083	7,140,959	7,616,480	7,333,902	7,035,534	6,875,039	7,246,857
1160 Instruction Substitute Salaries	72,654	105,650	127,717	101,323	74,082	84,111	84,111
1199 CE Instr Retirement Incentive	0	0	0	0	0	67,008	67,008
1208 Learning Support Specialist	11,524	29,634	48,321	31,402	0	0	0
1209 Instructional Media Designer	9,192	23,637	38,541	43,280	35,680	38,183	39,329
1210 Counselor/Library Studies	929,473	1,024,810	972,973	1,165,389	1,172,230	1,114,611	1,110,213
1211 Project Directors Salaries	529,148	82,709	84,754	96,125	90,024	97,121	100,034
1212 Deans Salaries	465,516	536,949	633,963	555,232	1,191,293	1,003,428	1,095,549
1213 Associate Dean	0	505,678	643,392	603,055	0	0	0
1214 Vice Presidents Salaries	271,155	406,947	402,454	463,934	565,221	525,252	566,148
1215 President's Salary	158,557	217,007	190,000	211,150	234,515	195,000	200,000
1216 Associate Vice President	0	0	0	0	119,636	29,074	29,074
1220 Counselor Overload Salaries	44,026	67,774	85,561	75,570	48,664	45,820	54,050
1270 Chair/Coordinator Salaries	274,297	1,134,803	1,070,967	1,131,449	988,938	1,013,795	1,031,886
1299 CE Non-Instr Retiree Incentive	0	0	0	0	0	26,200	26,200
1310 Non Credit Instruction	129,709	252,531	193,509	89,384	37,024	36,787	30,000
1320 FT Summer Teaching	658,201	800,229	694,113	924,493	407,492	284,575	289,973
1325 FT Winter Teaching	699,526	882,801	876,446	625,284	0	0	0
1330 Adjunct Faculty Salaries	1,940,979	2,502,858	2,787,984	2,577,717	2,624,774	2,012,078	2,031,578
1340 Overload Full-Time Faculty Salaries	982,577	1,327,306	1,417,096	1,480,236	1,434,372	1,185,680	1,185,680
1370 Coaching Salaries	60,535	58,950	61,838	64,860	162,259	129,414	131,281
1390 Instr - Prof Exp/Extra Duty Agmt	0	0	0	74,678	136,758	104,250	104,250
1410 Part-Time Counselor/Library Salaries	2,041	11,723	22,419	30,242	36,027	80,000	80,000
1411 Part-Time Instr Specialist	156,377	110,142	153,543	214,130	52,140	0	0
1490 Non-Instr Prof Exp/Extra Duty Agmt	19,680	17,819	23,820	53,380	75,863	76,201	73,078
1491 Stipends	4,704	0	0	0	0	0	0
1492 Meetings Pay	0	4,388	30,353	26,813	20,075	33,200	35,000
CL Salaries	5,827,150	6,626,714	7,045,888	7,296,083	7,289,021	7,161,843	7,625,654
2101 Admin Tech Salaries	43,248	48,397	49,607	49,470	36,310	49,099	54,228
2102 Admission/Student Records Salaries	489,473	594,335	626,903	590,615	508,834	506,753	505,710
2103 Accounting Salaries	308,562	364,611	373,969	420,016	294,367	250,520	274,032
2104 Information Systems Salaries	505,102	616,580	748,371	834,890	856,293	800,843	830,226
2105 Counseling Services Salaries	69,666	71,210	75,000	69,646	36,688	33,821	80,592
2106 Media Services Salaries	58,250	93,156	142,827	155,424	167,152	125,324	142,302
2107 Classified Confidential						634,219	693,825
2108 Classified Managers Salaries	381,882	429,768	519,383	812,915	975,217	1,005,041	1,110,904
2109 Night Differential	44,537	46,538	47,875	43,849	46,799	45,800	0
2110 Financial Aid Salaries	222,518	264,928	312,146	289,652	279,438	264,884	356,682
2111 Library Salaries	142,940	179,274	181,995	152,504	142,080	115,586	129,324
2113 Custodial Salaries	544,347	542,458	561,104	589,290	636,184	468,482	508,644
2114 Grounds Salaries	182,670	249,980	238,668	208,664	165,405	276,432	241,980
2115 Skilled Crafts Salaries	340,775	407,319	413,414	442,474	444,734	405,959	447,347
2119 Professional Salaries	314,080	385,885	390,874	386,057	365,585	167,958	190,037
2120 Secretarial/Clerical Salaries	1,265,133	1,473,214	1,529,964	1,488,485	1,535,287	1,165,881	1,266,866
2123 Reprographics Salaries	102,594	76,713	93,091	100,728	87,101	76,469	55,908
2199 CL Non-Instr Retiree Incentive	0	0	0	0	0	102,807	102,807
2210 Child Care Salaries	0	0	0	0	5,326	0	0
2211 Tutorial Salaries	295,184	288,934	310,359	322,165	333,294	314,061	368,928
2299 CL Instr Retiree Incentive	0	0	0	0	0	7,457	7,457
2301 Student Salaries	215,244	240,240	235,929	122,131	208,326	210,698	229,098
2307 Lead Tutor	0	0	0	0	0	0	0
2309 Student Salaries ARWS 100%	0	0	0	0	0	0	0

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2311 Directors Salaries	93,214	0	0	0	0	0	
2313 Life Guards - Instruction	0	0	546	1,683	1,605	0	
2314 Life Guards - Comm Svc Summer	0	0	8,527	3,118	3,028	0	
2315 Life Guards - Comm Svc Other	0	0	0	0	0	0	
2398 Professional Growth Salaries	8,825	7,400	7,375	10,575	10,538	10,300	9,725
2399 Overtime and Extra Pay	64,118	79,522	60,331	27,672	26,521	1,299	7,147
2410 Student Tutorial Salaries	85,701	113,038	91,763	29,275	22,054	18,937	18,937
2420 Nonstudent Tutorial Salaries	49,087	53,215	25,868	144,785	100,854	103,212	103,212
Benefits	6,750,809	7,600,960	8,225,548	9,082,417	8,540,090	8,414,752	8,795,771
Supplies	719,093	915,535	725,353	614,964	595,327	682,189	695,243
Services	2,618,818	3,189,707	3,502,029	3,030,097	3,106,721	3,083,190	3,002,542
Capital Outlay	185,530	231,542	236,706	90,879	75,205	263,791	27,000
Total Expenses	30,890,355	35,809,762	37,911,765	38,087,468	36,148,961	34,662,592	35,635,227
Other outgo	153,833	1,000,831	920,917	705,689	842,411	864,000	864,000
Total Exp/other	31,044,188	36,810,593	38,832,682	38,793,157	36,991,372	35,526,592	36,499,227
Surplus/-deficit	2,912,156	-1,565,299	-1,042,858	-2,261,615	519,737	-1,409,812	-3,588,342
Beginning Reserves	5,736,495	8,443,154	6,857,894	5,038,578	2,776,963	3,296,700	1,886,888
Prior year adjmts	-205,497		-776,458				
Adjusted Beg Bal	5,530,998		6,081,436				
Board designated Reserve					0		
Ending Reserves	<u>8,443,154</u>	<u>6,877,855</u>	<u>5,038,578</u>	<u>2,776,963</u>	<u>3,296,700</u>	<u>1,886,888</u>	<u>-1,701,454</u>
% of unrestricted GF	27.20%	18.68%	13.0%	7.2%	8.9%	5.31%	-4.7%

Other estimated adjustments to reserves

Night Differential	-50,348
Retirement savings	450,000
Carry over into 12-13	200,000
Deans	363,088
Calexico - not including CL layoffs	138,894
CL Layoffs *	960,000
Computer equipment replacement program	-184,000
English teacher - Dean tfr to classroom	-120,634
Summer School printing/supplies	-5,626
Student Insurance increase	-36,663
Health Insurance Increase 10% - Oct 2012 - June 2013	-248,699
Governor's May Revise Budget	-262,624
Reduce security budget	7,680

Net estimated adjustments to reserves 1,211,068

0

New projected reserves	8,443,154	6,877,855	5,038,578	2,776,963	3,296,700	1,886,888	-490,386
% of unrestricted GF	27.20%	18.68%	13.0%	7.2%	8.9%	5.3%	-1.4%
New projected deficit	2,912,156	-1,565,299	-1,042,858	-2,261,615	519,737	-1,409,812	-2,377,274
Cost per funded FTES	4,775.29	5,413.32	5,388.94	5,598.67	5,208.59	5,441.61	5,923.28
Sal & Ben % of Inc	80.59%	89.30%	88.51%	94.03%	86.30%	89.79%	96.96%
Sal & Ben % of Exp	88.15%	85.50%	86.13%	88.55%	87.51%	86.23%	87.00%

* This amount will change depending
on the final results of bumping/negotiations