

# Minutes

## District Committee on Budget & Finance

April 19, 2016

2 p.m.

District Board Room

### Attendees:

Kathy Blackwood, Eloisa Briones (absent), Raymond Chow, Mary Concha Thia, James Ford (Cañada), Steven Lehigh, Doug Hirzel, Judy Hutchinson, Barbara Lamson, Michelle Marquez, David Martinez (Skyline), Vickie Nunes, Ludmila Prisecar, Jan Roecks (absent), Linda Whitten

### Guest/s:

Karen Powell

### Agenda topics

#### Budget and Enrollment Update

Blackwood

There is not much going on at the State level at this time. Kathy has heard that the minimal State COLA of .047% may actually increase slightly. As of today, our property tax increase is 5.97% as we inch up to Kathy's low estimate of 6.3%. It should continue to go up until the beginning of June and remain constant until the end of June when we get our final numbers.

One issue that has been discussed at the State level was the \$62 million 2015-16 funding for full time faculty that we did not receive. We were allocated the additional number of faculty to increase but none of the funding. The good news is that we are getting some of the Statewide excess property taxes that was not allocated in 2014-15 which Kathy is estimating to be \$200K.

All three Colleges are down from the FTES goals that were set at the beginning of the year. The District as a whole is down 3% in resident FTES and up 39% in non-resident FTES for a net total decrease of 1%. Currently, total non-resident FTES is slightly over 1,200 FTES out of a total 18,800 FTES. There will be a study session on International Education at the June Board meeting. The faculty obligation number (FON) goes up and down with resident enrollment.

The May revise will be coming out in mid-May. The ACBO spring conference will follow shortly. There may not be many representatives from the State Chancellor's Office at the conference since there were staff movements from that office out to the college districts.

We are not expecting many changes to the educational budget in 2016-17. In addition, there has been very little talk regarding another recession recently.

#### Facilities Update

Powell

Karen Powell, Executive Director for Facilities and Planning Operations was the guest for the afternoon. She updated the group on the large capital projects also termed "first wave" projects currently being launched. Karen discussed the projects in chronological order.

The first "design build" project wherein the District engages a team that consists of an architect and a contractor together as a design build entity is the Cañada Kinesiology and Wellness Center. This will begin with the demolition of the existing 41,000 sq. ft. existing concrete Gymnasium building and reconstruction of

an 85,000 sq. ft. Wellness Center similar the SMAC at CSM. There would be a 3-month procurement process that includes qualifications from design build entities characterized by trust and collaboration to ensure success and the three most qualified firms would be recommended. Request for Proposals (RFP) are required and the timeline for Board approval appears to be around the July/August.

The second project is a 22,000 sq. ft. new Skyline Environmental Sciences Building (Building 12). It would be a new construction site that does not involve demolition located by the lookout overlooking the ocean. The process would begin around early to mid-June and perhaps award the project at the end of August or September.

The next project is Building 23 at Cañada which would be the new 50,000 sq. ft. Math Science building that does not require demolition. The process would begin late fall in November/December.

Karen noted that they are hoping to get between 12 to 18 statements of qualification per project that will be carefully reviewed and evaluated. The selection committees will be reading the statements in detail and scoring based on pre-established criteria.

Some projects are also “in design” or using the traditional “low bid” delivery method. First is Building 3 or the Theatre Building at CSM currently under contract with TLCD Architects of Santa Rosa. The project primarily includes work on the infrastructure deficiencies, access, and building systems. The other project termed “tenant improvement” at CSM Building 17 includes interior spaces not building systems being handled by Cody, Anderson, and Wasney Architects. The project consists of reconfiguring areas to accommodate and support the Learning Communities. Both are due to go to the Division of State Architect (DSA) for permitting within the next eight to ten months.

At Skyline, one of projects is the expansion of the overflow parking lot “L.” This includes reconfiguration of the play areas adjacent to the Child Care Center. There would also be a real renovation of the Pacific Heights facility. Because of the rising costs in new construction, it will serve as swing space for some and a permanent home for others. The goal is to create a much more flexible infrastructure to address the needs of the College. The project needs to be complete before the current occupants could be moved from Building 1. The existing 77,000 sq. ft. Building 1 will be demolished and replaced with a new Social Science and Creative Arts building that will be 121,000 sq. ft. It is a particularly challenging building since it houses the boiler room and electrical infrastructure that provides heat to the entire campus as it also serves the main point of entry for gas and data runs.

The third phase of the capital improvement program is using a different strategic approach. During the first phase, almost all the project management was outsourced to Swinerton. The second phase utilized both Swinerton for the construction and District staff for the planning. Karen shared the 8-page document that lists all the current projects in the pipeline. With the numerous projects, Facilities is currently adding more positions.

Barbara asked about the Pacific Heights swing and permanent space. Bruce with the Solar program is expected to remain as permanent. The new Building 12 will house Geology and a few other programs. During construction, Skyline will lose 50 parking spaces but those will be replaced by 250 spaces.

There has not been a statewide bond since 2006. Enough signatures were collected to include a ballot initiative in November 2016. Assuming successful passage in the November statewide election, we could get an additional \$30 million from the State.

Doug asked about how much was spent in the earlier bonds looking at the minutes on Bond Oversight committee. Kathy explained that the report reflects year to date rather than total. Due to reclassification of expenses, by the end of the year, only a portion of Measure A for the Edison issue will be left.

	Innovation Funds	Blackwood
<p>Kathy is hoping to get more proposals for the Innovation funds from the sites. So far she has only seen one Districtwide and a couple from the District Office. One was a request for an Accessibility specialist that involves coordinating web pages. The other is to have permanent funding the Professional Academy program to offer courses for professional staff development and improvement. Lastly a proposal to fund a program similar to the Bay Area Pathways Academy (BAPA) which is the revitalized College for Kids specifically geared towards 10<sup>th</sup> and 11<sup>th</sup> grade foster youth. The program will be offered at Skyline College through Auxiliary Services. Doug asked about the BAPA program as he was not clear of the nature of the program and Kathy said it is a District program run through Community, Corporate, and Continuing Education (CCCE). Steve asked if it was similar to the \$400K startup costs allocated this year for the Intensive English program. Kathy acknowledged that the two were in some sense similar but not exactly the same. The goal is to support Districtwide programs. Kathy mentioned that Auxiliaries' contributions come back in various ways such as through scholarships offered at the Colleges and the money returned has been more than anything we have subsidized.</p> <p>Linda asked about the "promise" (scholarships) and Kathy said that more discussions would be required. The three Colleges have similar versions but use different terms.</p> <p>The Innovation proposals will first go through the Chancellor's Cabinet whereby the three Presidents and Chancellor will recommend allocations. Similar to last time, there would be more requests than the \$2 million allocation. Kathy will have more to report next time.</p> <p>The timing is a lot earlier this year for 2016-17 than in 2015-16 and included in the Tentative Budget.</p>		

	Public Safety update/Other issues	Blackwood
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<p>Kathy shared that the Public Safety committee is working on Request for Proposals (RFP) for a consultant to help us do research on safety best practices, look at how we are structured, and review the consolidation of the Public Safety department that was centralized a few years back. It is expected that the consultants would assist in the process of establishing open forums and eventually come up with a written report of recommendations to the Board in December.</p> <p>The selection process is underway and interviews are forthcoming. The committee hopes to select a firm in May with the research beginning in the summer and open forums beginning in September.</p> <p>A link to the Public Safety committee is in the District home web page. <a href="http://smccd.edu/publicsafetystudy/">http://smccd.edu/publicsafetystudy/</a></p> <p>Steve asked about the savings from switching to CANVAS from MOODLE. Kathy said we are still paying for the contract with Moodle therefore we would not have savings during the first year. It is hoped that eventually there would be some savings. As we are moving quickly on CANVAS from the original timeline, it appears that the first 15 courses are ready to launch for the summer.</p>		
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	Next Meeting	Committee
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<p>Next meeting <b><u>Tuesday, May 17<sup>th</sup> at 2pm.</u></b></p>		
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