**UNADOPTED**

**GLENDALE COMMUNITY COLLEGE DISTRICT**

**BUDGET COMMITTEE MEETING**

**MINUTES**

**August 10, 2023**

**Zoom Meeting**

**12:20 – 1:30 pm**

Amir Nour & Michael Scott – Co-Chairs

**Present Voting:**

Amir Nour (Co-Chair) Brittany Grice (Admin) Irina Shumakova (CSEA)

Michael Scott (Co-Chair; Guild) Michael Ritterbrown (Admin) Elin Gharibian, AS President Paul Schlossman (Admin) Terry Flexser (CSEA) Erik Balians, AS VP Admin

**Absent:** Alexandra Christy (Senate); Angineh Baghoomian (Admin)

**Present Resource:**  Lauren Lampietti, Stacy Jazan, Faculty Coordinator of Institutional Effectiveness **Quorum (6): 9** out of 11 voting members present.

**Guests*:***  Agnes Eguaras; Andra Verstraete; Andy Stires; Cliff Gimbert; Daphne Dionisio; David Crawford; Emily Haraldson; Ed Karpp; Elmira Nazaryan; Heidi Jenkins; Jessica LoGuercio; Nane Kakosian; Ramona Barrio-Sotillo; Richard Kamei; Rocio Maldonado; Ryan Cornner; Shauna Hagemann; Toni Reyes.

The meeting was called to order by Co-Chair Amir Nour at 12:21 pm.

1. **Approval of Minutes of June 27, 2023** (Standard III.D.2-3)**:**

**MSC** - (Gharibian/Shumakova) to approve the minutes of June 27, 2023 as presented. Motion passed unanimously.

1. **Informational Items: None**

1. **Old Business**:

a. 2023-2024 Budget, and the Governor’s Tentative Budget Update (Standard III.D

1-3, 5-13) (see attached)

Co-Chair Nour presented a preliminary of the final budget; highlights are as follows:

1. The 2022-23 fiscal year has not officially closed yet - it is expected to close in mid-August.
2. Revenue section is identical to that presented in the Tentative Budget with the exception of full-time faculty hiring line item which shows additional revenue in the amount of $1,793,512.
3. Ending balance estimate of $8,862,539 went down and as of today it is $7,604,027. The reason for the reduction was funds were spent to backfill HERFF expenditures. GCC was expected to receive $4.7 million of one-time HERFF monies however, as a result of the Department of Education audit, which is still ongoing, those funds have been withheld. If our documentation is accepted these funds will be released for 2023-24 fiscal year.
4. Ongoing adjustments may bring up this balance by approximately $300,000 - $400,000.
5. Co-Chair Amir Nour shared the Schedule of Adjustments: FY 2023-2024, with the following highlights:
   * 2022-23 final payroll for certificated - $47,547,642; Classified payroll was $22,998,562; Benefits - $28,462,400
   * 2023-24 new faculty positions: $969,125 with benefits of $851,445. Benefits are 22.85Z% of each employee salary.
   * 2023-24 new classified position $477,544; with benefits of $542,424 (see attached for complete list)

* 23-24 Class Offerings have decreased. Dr. Cornner justified this decrease by stating that the average classroom size is 20 students per section; break-even point is 34 students. If classes remained at a minimum of 15 minimum, GCC would not be able to operate. GCC is not alone in this as all colleges across the state have also been struggling with this. There are some programs with classroom size maximum mandates of 10. Nursing is one of those programs. Other programs with lab components have limited classroom size for safety reasons. Typically, 15 students generate 1.5 FTE for that class..Co Chair Michael Scott explained the dilemma involved with huge wait lists: do we add classes? What if we only get 15 students registered per class? Dr. Cornner thanked Instructional Services, in particular Agnes Eguaras, for adding classes and subsequently and reaching out to students on the wait list.
* 2023-24 Step and Column: As previously mentioned for faculty the cost involved is 22.85% of employee salary; for classified that percentage is 36.60% .
* 2024 Kaiser Rate 13.36% rate increase is calculated at 50% as it goes into effect in January, halfway through the year. This increase amounts to $195,512.
* 2024 Blue Shield increase rate of 12.00%, also at 50 is $1,033,498.
* 2024 Retention Rebate Decrease is $975,345.
* Regarding hiring, Dr. Cornner stated that the College is doing things differently from the past: all hiring is planned/budgeted for. Brittany Grice reiterated HR’s perspective of ensuring that job descriptions and compensation in job announcements are compatible with the job title, to be competitive.

There has been no update on the ongoing audit by the Department of Education. Co Chair Amir says he will inquire on its status in two weeks. As a result of this ongoing audit, HERFF funds have not been released.

Co-Chair Amir Nour stated that more final budget numbers will be presented to the Board of Trustees at its August 15 meeting.

1. **Other**: None
2. **Adjournment**

The meeting adjourned at 1:07 pm.

*Minutes recorded by Rosa Buford, Administrative Assistant IV Confidential, Administrative Services*