

# BUDGET COMMITTEE

## MEETING AGENDA

June 12, 2024

3:00 – 4:30 p.m.



**Location: Building 4, Conference Room # 2460**

**Time: 3:00 p.m. – 4:30 p.m.**

### **Committee Members: 16**

Morris Rodrigue, Chair  
Stephen Lancaster, Co-Chair  
Rosa Royce  
Delana Miller  
Joe Louis Hernandez

Kelly Fowler  
Gary Nellesen  
Shiloh Blacksher  
Traci Ebue  
Emily Woolery

Gabriel Tinoco  
Zak Gallegos  
Lisa Romo  
Lisa Zahn  
Kelly Lin (Student)  
Sophie Gieng (Student)

**Guest:**  
Shannon Carter  
Patricia Quinones  
Vivian Ruiz (Notes)

### **AGENDA ITEMS:**

- 1. Agenda Check**
- 2. Review the Budget Committee Meeting Summary of May 29, 2024**
- 3. Report from IEC Representative**
- 4. Committee Goals and Progress Report**
- 5. Current Accreditation Standards**
- 6. 2024-2025 Tentative Budget Update**

**FUTURE BUDGET COMMITTEE MEETINGS (3:00 p.m. – 4:30 p.m.):**

**The committee does not meet during Summer or Winter Intersessions unless needed.**  
**August 28, 2024**

**Mt. San Antonio College  
Budget Committee Summary of  
June 12, 2024**

**Location: Building 4-2440**

**Time: 3:00 p.m. – 4:30 p.m.**

**Committee Members:**

- |   |   |  |  |
|---|---|--|--|
| <input checked="" type="checkbox"/> Morris Rodrigue- Co-Chair   | <input type="checkbox"/> Gary Nellesen            | <input type="checkbox"/> Lisa Romo                 | <input checked="" type="checkbox"/> Shannon Carter (Guest) |
| <input checked="" type="checkbox"/> Stephen Lancaster, Co-Chair | <input type="checkbox"/> Shiloh Blacksher         | <input checked="" type="checkbox"/> Gabriel Tinoco | <input checked="" type="checkbox"/> Patty Quinones (Guest) |
| <input checked="" type="checkbox"/> Kelly Fowler                | <input checked="" type="checkbox"/> Traci Ebue    | <input checked="" type="checkbox"/> Lisa Zahn      | <input checked="" type="checkbox"/> Vivian Ruiz (Notes)    |
| <input checked="" type="checkbox"/> Delana Miller               | <input checked="" type="checkbox"/> Emily Woolery | <input type="checkbox"/> Sophie Gieng (Student)    |  |
| <input checked="" type="checkbox"/> Rosa Royce                  | <input checked="" type="checkbox"/> Zak Gallegos  | <input type="checkbox"/> Kelly Lin (Student)       |  |
| <input checked="" type="checkbox"/> Joe Louis Hernandez         |   |  |  |

ITEM	DISCUSSION/COMMENTS	ACTION/OUTCOME
1. <b>Agenda check</b>	Agenda checked.	<b>Agenda approved.</b>
2. <b>Review the Budget Committee Meeting Summary May 29, 2024</b>	The Budget Committee Meeting reviewed and approved the meeting Summary of May 29, 2024.	<b>The meeting summary was approved.</b>
3. <b>Report from IEC Representative</b>	No updates were provided.	
4. <b>Committee Goals and Progress Report</b>	The committee reviewed the goals and progress report and approved the recommendations. The recommendations will be forwarded to the President’s Advisory Council (PAC).	
5. <b>Current Accreditation Standards</b>	The Budget Committee was advised to study the current accreditation standards over the summer so we can begin discussions upon our return.	Link to several resources that include the handbook and report templates: <a href="https://accjc.org/accr-education-handbook-and-report-templates/">https://accjc.org/accr-education-handbook-and-report-templates/</a>

		<p>Link to the Accreditation Handbook: May 2024 (updated with the new standards):  <a href="https://accjc.org/wp-content/uploads/Accreditation-Handbook.pdf">https://accjc.org/wp-content/uploads/Accreditation-Handbook.pdf</a></p>
<p><b>6. 2024-2025 Tentative Budget Update</b></p>	<p>Rosa reviewed the 2024-25 Tentative Budget report with the Committee. The reports are attached for your reference. The Tentative Budget report will be submitted to the Board of Trustees for approval on June 25, 2024:</p> <p>The following reports were thoroughly reviewed:</p> <ul style="list-style-type: none"> <li>• Changes to the Fund Balance</li> <li>• 2024-25 Tentative Budget</li> <li>• Budget Comparison History</li> </ul> <p>The approved tentative budget will be submitted to the state chancellor’s office in June 2024.</p>	

**FUTURE MEETING DATES**

The Committee does not meet during summer or winter Intersessions unless needed.

**August 28, 2024**

**September 11, 2024**

**September 25, 2024**

**October 9, 2024**

**October 23, 2024**

**UNRESTRICTED GENERAL FUND  
CHANGES TO THE FUND BALANCE  
2023-24 ADOPTED BUDGET VERSUS 2023-24 PROJECTED ACTUALS  
(As of May 24, 2024)**

	<b>Changes to the Fund Balance</b>
<b>UNRESTRICTED GENERAL FUND</b>	
<b>2023-24 ADOPTED BUDGET - FUND BALANCE - AT 22.02%</b>	<b>\$ 61,916,048</b>
<b>Plus: 2023-24 Unbudgeted Revenues</b>	
2022-23 SCFF - Statewide Deficit - Recovered	2,286,217
2023-24 SCFF - Adj. per Projected P2 (Mainly Base and Supplemental allocations)	5,789,746
2023-24 SCFF - Growth at Cap per Projected P2	791,182
<b>2023-24 SCFF - Statewide Deficit @ 1.5%</b>	<b>(3,992,424)</b>
Lottery Current Year/Prior Year	687,482
Interest	4,337,893
<b>Investment Income at Fair Market Value</b>	<b>(5,011,148)</b>
Nonresident Tuition International	878,069
Nonresident Tuition Out-of-State	537,275
Part-time Faculty Compensation/Health/Office Hours (PY Adjustment)	(629,596)
Miscellaneous Revenue	(169,569)
Revenue Generated Accounts, College Restricted	2,320,556
<b>Changes in 2023-24 Estimated Revenues</b>	<b>7,825,683</b>
<b>Plus: 2023-24 Unexpended Line Item Budgets</b>	
Full-time Salaries due to vacancies (Includes NRAs)	(1,336,123)
Benefits	3,529,920
2022-23 Salary Increases of 6.56% COLA, 2% SPOT Certification, Service Increment and Dept. Chair Stipends for Faculty	(1,625,755)
Salary Increases of 4.11% for all Employee Groups	(8,704,877)
2023-24 SPOT Certification, Service Increments, and Office Hours for Faculty	(2,279,087)
One-time Health and Welfare Stipends for CSEA262 and CSEA 651	(617,881)
Retirement Incentive for all Employee Groups	(763,630)
OPEB Contribution (Will not contribute)	2,500,000
Utilities not Budgeted	(667,050)
Departmental Discretionary Operating Budgets (Includes NRAs)	4,849,218
Revenue Generated Accounts, College Restricted	(1,440,803)
<b>Changes in 2023-24 Estimated Expenditures</b>	<b>(6,556,068)</b>
<b>VARIANCE - Unrestricted General Fund</b>	<b>1,269,615</b>
<b>2023-24 Estimated Ending Fund Balance - Unrestricted General Fund - 21.96%</b>	<b>\$ 63,185,663</b>

**MT. SAN ANTONIO COMMUNITY COLLEGE DISTRICT  
2024-25 TENTATIVE BUDGET  
UNRESTRICTED GENERAL FUND**

**UNRESTRICTED GENERAL FUND 11:**

**ONGOING REVENUE BUDGET ASSUMPTIONS**

<b>Ongoing Revenue Increases/(Decreases)</b>		<b>Fund 11</b>	<b>Fund 13</b>	<b>Total</b>
<b>Base Ongoing Revenue Budget</b>	<b>Balance as of the 2023-24 Adopted Budget</b>	<b>\$ 279,850,530</b>	<b>\$ -</b>	<b>\$ 279,850,530</b>
2023-24 SCFF - Adjustment	Mainly increase in the base and the supplemental allocations	5,789,746	-	5,789,746
2023-24 SCFF - Growth	Increase at cap	791,182	-	791,182
2024-25 SCFF - Increase	This includes an increase in SCFF rates of 1.07% and the three-year average for the base and student success allocations. For the base allocation, the decline in credit FTEs is offset by the other increases in special admit or noncredit FTEs.	2,847,929	-	2,847,929
Interest	Due to an increase in interest rates	2,000,000	-	2,000,000
Nonresident Tuition - International	Based on actual revenues 2023-24	875,000	-	875,000
Nonresident Tuition - Out-of-State	Based on actual revenues 2023-24	550,000	-	550,000
Lottery	Due to increase in 304 FTEs	53,808	-	53,808
Part-time Faculty Compensation and Office Hours	TBD	-	-	-
Part-time Faculty Health Insurance	TBD	-	-	-
Other Miscellaneous Revenue	Property Tax Delinquency JPA	(4,900)	-	(4,900)
<b>Total Revenue Increases/(Decreases)</b>		<b>\$ 12,902,765</b>	<b>\$ -</b>	<b>\$ 12,902,765</b>
<b>Total Ongoing Revenue Budget</b>		<b>\$ 292,753,295</b>	<b>\$ -</b>	<b>\$ 292,753,295</b>

**MT. SAN ANTONIO COMMUNITY COLLEGE DISTRICT  
2024-25 TENTATIVE BUDGET  
UNRESTRICTED GENERAL FUND**

**UNRESTRICTED GENERAL FUND 13 - REVENUE-GENERATED ACCOUNTS:**

**REVENUE AND EXPENDITURE ASSUMPTIONS**

<b>One-Time Revenue Budget Increases/(Decreases)</b>		<b>Fund 11</b>	<b>Fund 13</b>	<b>Total</b>
2024-25 Revenue Budgets	Estimated Revenues	\$ -	\$ 2,403,513	\$ 2,403,513
<b>Total Revenue Budget</b>		<b>\$ -</b>	<b>\$ 2,403,513</b>	<b>\$ 2,403,513</b>

<b>One-Time Expenditure Budget Increases/(Decreases)</b>		<b>Fund 11</b>	<b>Fund 13</b>	<b>Total</b>
2024-25 Expenditure Budgets	Estimated Expenditures	\$ -	\$ 3,740,710	\$ 3,740,710
<b>Total Expenditure Budget</b>		<b>\$ -</b>	<b>\$ 3,740,710</b>	<b>\$ 3,740,710</b>

<b>Total Unrestricted General Fund Revenue Budget - Ongoing, One-Time, and Revenue Gen. Accounts</b>	<b>\$ 297,764,443</b>	<b>\$ 2,403,513</b>	<b>\$ 300,167,956</b>
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<b>Total Unrestricted General Fund Expenditure Budget - Ongoing, One-Time, and Revenue Gen. Accounts</b>	<b>\$ 298,128,740</b>	<b>\$ 3,740,710</b>	<b>\$ 301,869,450</b>
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**MT. SAN ANTONIO COMMUNITY COLLEGE DISTRICT  
BUDGET AND ACTUALS COMPARISON HISTORY  
Unrestricted General Fund**

	2019-20 Actuals	2020-21 Actuals	2021-22 Actuals	2022-23 Actuals	2023-24 Adopted Budget	2023-24 Projected Actuals	Scenario A SCFF 3 Yrs. Average/With No COLA (1) 2024-25 Tentative Budget	Scenario B SCFF 3 Yrs. Average/Offset Noncredit-Spec Admit/With COLA (2) 2024-25 Tentative Budget
<b>UNRESTRICTED GENERAL FUND</b>								
Base Allocation	\$ 148,847,242	\$ 148,528,359	\$ 156,058,747	\$ 181,110,262	\$ 197,435,774	\$ 200,817,298	\$ 199,198,572	\$ 203,625,834
Supplemental Allocation	33,727,944	34,975,512	32,401,949	35,611,403	38,538,662	40,703,921	40,704,011	41,140,720
Student Success Allocation	14,557,009	16,088,792	18,235,962	21,425,974	23,606,246	23,849,209	23,999,281	24,242,985
<b>Total Student Centered Funding Formula (SCFF)</b>	<b>197,132,195</b>	<b>199,592,663</b>	<b>206,696,658</b>	<b>238,147,639</b>	<b>259,580,682</b>	<b>265,370,428</b>	<b>263,901,864</b>	<b>269,009,539</b>
Stability/Restoration	-	-	3,015,353	-	-	-	-	-
Growth	-	-	-	-	-	791,182	-	-
<b>Total Computational Revenue (TCR)</b>	<b>197,132,195</b>	<b>199,592,663</b>	<b>209,712,011</b>	<b>238,147,639</b>	<b>259,580,682</b>	<b>266,161,610</b>	<b>263,901,864</b>	<b>269,009,539</b>
Revenue Deficit/SCFF Reduction	(1,873,063)	(1,211,138)	-	(2,286,217)	-	(3,992,424)	-	-
<b>SCFF - Received/Projected</b>	<b>\$ 195,259,132</b>	<b>\$ 198,381,525</b>	<b>\$ 209,712,011</b>	<b>\$ 235,861,422</b>	<b>\$ 259,580,682</b>	<b>\$ 262,169,186</b>	<b>\$ 263,901,864</b>	<b>\$ 269,009,539</b>
<b>SCFF</b>	<b>\$ 195,259,132</b>	<b>\$ 198,381,525</b>	<b>\$ 209,712,011</b>	<b>\$ 235,861,422 (1)</b>	<b>\$ 259,580,682 (23)</b>	<b>\$ 262,169,186</b>	<b>\$ 263,901,864</b>	<b>\$ 269,009,539</b>
Full-Time Faculty Hiring	1,453,372	1,453,372	4,086,028	4,086,028 (2)	4,086,028 (24)	4,086,028	4,086,028	4,086,028
Lottery	5,029,941	5,775,911	6,006,051	7,063,800 (3)	5,980,299 (25)	6,667,781	6,034,107	6,034,107
Miscellaneous Revenues	10,769,649	7,921,505	9,190,764	11,253,463 (4)	10,203,521 (26)	15,157,593	13,623,621	13,623,621
<b>TOTAL ONGOING REVENUES</b>	<b>\$ 212,512,094</b>	<b>\$ 213,532,313</b>	<b>\$ 228,994,854</b>	<b>\$ 258,264,713</b>	<b>\$ 279,850,530</b>	<b>\$ 288,080,588</b>	<b>\$ 287,645,620</b>	<b>\$ 292,753,295</b>
Salaries, Benefits, and Operating Expenditures	\$ (202,762,501)	\$ (209,801,908)	\$ (220,965,764)	\$ (257,288,236) (5)	\$ (265,764,518) (27)	\$ (275,394,059)	\$ (287,025,453)	\$ (287,025,453)
OPEB - Contribution	-	-	(2,500,000)	(2,500,000) (6)	(2,500,000) (6)	-	(2,500,000)	(2,500,000)
<b>TOTAL ONGOING EXPENDITURES</b>	<b>\$ (202,762,501)</b>	<b>\$ (209,801,908)</b>	<b>\$ (223,465,764)</b>	<b>\$ (259,788,236)</b>	<b>\$ (268,264,518)</b>	<b>\$ (275,394,059)</b>	<b>\$ (289,525,453)</b>	<b>\$ (289,525,453)</b>
<b>ONGOING SURPLUS/DEFICIT</b>	<b>\$ 9,749,593</b>	<b>\$ 3,730,405</b>	<b>\$ 5,529,090</b>	<b>\$ (1,523,523)</b>	<b>\$ 11,586,012 (28)</b>	<b>\$ 12,686,529</b>	<b>\$ (1,879,833)</b>	<b>\$ 3,227,842</b>
<b>ONE-TIME REVENUE - INCREASES/(DECREASES):</b>								
Growth	\$ 970,887	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Prior Year Apportionment Adjustment	648,834	1,033,541	1,211,138	674,740 (7)	-	2,286,217	-	-
CalSTRS On-Behalf Payments	9,505,614	8,361,441	9,088,792	8,179,196 (8)	-	-	-	-
STRS/PERS - Reimbursement	-	-	-	879,140 (9)	-	-	-	-
Cash in County at Fair Market Value	-	-	(4,323,557)	(3,472,783) (10)	8,031,483 (10)	3,020,335	5,011,148	5,011,148
<b>TOTAL ONE-TIME REVENUES</b>	<b>\$ 11,125,335</b>	<b>\$ 9,394,982</b>	<b>\$ 5,976,373</b>	<b>\$ 6,260,293</b>	<b>\$ 8,031,483</b>	<b>\$ 5,306,552</b>	<b>\$ 5,011,148</b>	<b>\$ 5,011,148</b>
<b>ONE-TIME EXPENDITURES - INCREASES/(DECREASES):</b>								
One-Time Expenditures	\$ (4,882,550)	\$ (3,560,582)	\$ (3,111,315)	\$ (3,573,468) (11)	\$ (5,461,057) (29)	\$ (4,866,075)	\$ (4,679,543)	\$ (4,679,543)
New Resources Allocations Phases 1 to 14	(2,944,716)	(1,373,516)	(269,157)	(1,376,676) (12)	(3,240,731) (12)	(897,604)	(3,350,889)	(3,350,889)
Prior Year Salary Increases Adjustments	-	-	-	(5,068,615) (13)	-	(2,243,736)	-	-
CalSTRS On-Behalf Payments	(9,505,614)	(8,361,441)	(9,088,792)	-	-	-	-	-
Call-Back Time for Essential Workers	-	2,420,294	-	-	-	-	-	-
OPEB - Contribution	-	(6,500,000)	(7,000,000)	-	-	-	(3,000,000)	(3,000,000)
Capital Outlay Projects	-	-	(5,000,000)	-	-	-	-	-
Retiree Benefits Health Premiums	-	(1,500,000)	(2,000,000)	(3,000,000) (14)	(3,000,000) (30)	(3,000,000)	-	-
Retirement Incentive	-	-	-	(1,800,000) (15)	-	-	(589,086)	(589,086)
Parking Support	-	-	-	-	-	-	-	-
Projection of Unexpended Budgets	4,246,546	5,924,084	4,311,111	4,796,048 (16)	3,016,231 (31)	4,336,134	3,016,231	3,016,231
<b>TOTAL ONE-TIME EXPENDITURES</b>	<b>\$ (13,086,334)</b>	<b>\$ (12,951,161)</b>	<b>\$ (22,158,153)</b>	<b>\$ (10,022,711)</b>	<b>\$ (8,685,557)</b>	<b>\$ (6,671,281)</b>	<b>\$ (8,603,287)</b>	<b>\$ (8,603,287)</b>

	2019-20 Actuals	2020-21 Actuals	2021-22 Actuals	2022-23 Actuals	2023-24 Adopted Budget	2023-24 Projected Actuals	Scenario A SCFF 3 Yrs. Average/With No COLA (1) 2024-25 Tentative Budget	Scenario B SCFF 3 Yrs. Average/Offset Noncredit-Spec Admit/With COLA (2) 2024-25 Tentative Budget
<b>TOTAL ONE-TIME REVENUES NET OF EXPENDITURES</b>	\$ (1,960,999)	\$ (3,556,179)	\$ (16,181,780)	\$ (3,762,418)	\$ (654,074)	\$ (1,364,729)	\$ (3,592,139)	\$ (3,592,139)
<b>UNRESTR. GENERAL FUND - REV. GENERATED ACCOUNTS</b>								
TOTAL REVENUES	\$ 3,314,878	\$ 5,592,020	\$ 10,364,388	\$ 4,812,044 (17)	\$ 2,150,642 (17)	\$ 4,471,198	\$ 2,403,513	\$ 2,403,513
TOTAL EXPENDITURES	(4,118,086)	(2,545,795)	(4,496,874)	(6,805,683) (17)	(4,282,443) (17)	(5,723,246)	(3,740,710)	(3,740,710)
<b>TOTAL REVENUE GENERATED INCREASES/(DECREASES)</b>	\$ (803,208)	\$ 3,046,225	\$ 5,867,514	\$ (1,993,639)	\$ (2,131,801)	\$ (1,252,048)	\$ (1,337,197)	\$ (1,337,197)
<b>SUMMARY OF FUND BALANCE:</b>								
Assigned Fund Balance - New Resources Allocation Requests	\$ 3,107,061	\$ 1,942,588	\$ 4,932,392	\$ 3,240,731 (18)	\$ -	\$ 3,350,889	\$ -	\$ -
Assigned Fund Balance - Carryovers/Purchases in Progress	2,318,932	2,986,322	2,723,309	2,834,859 (19)	-	2,834,859	-	-
Assigned Fund Balance - 2023-24 One-Time Expenditures	6,092,194	7,354,424	6,765,893	2,609,967 (20)	-	2,417,539	-	-
<b>Assigned Fund Balance</b>	\$ 11,518,187	\$ 12,283,334	\$ 14,421,594	\$ 8,685,557	\$ -	\$ 8,603,287	\$ -	\$ -
10% - Board Policy	\$ 21,996,692	\$ 22,529,886	\$ 25,012,079	\$ 27,661,663 (21)	\$ 28,123,252 (32)	\$ 28,778,859	\$ 30,186,945	\$ 30,186,945
Unassigned Fund Balance	19,263,504	18,139,389	2,866,246	666,758	19,822,664	10,953,632	12,676,861	17,784,536
<b>Unassigned Fund Balance</b>	\$ 41,260,196	\$ 40,669,275	\$ 27,878,325	\$ 28,328,421	\$ 47,945,916	\$ 39,732,491	\$ 42,863,806	\$ 47,971,481
<b>Fund Balance - Unrestricted General Fund</b>	\$ 52,778,383	\$ 52,952,609	\$ 42,299,919	\$ 37,013,978	\$ 47,945,916	\$ 48,335,778	\$ 42,863,806	\$ 47,971,481
<b>Fund Balance College Restricted - Revenue Generated Accounts</b>	\$ 9,181,833	\$ 12,228,058	\$ 18,095,572	\$ 16,101,933 (17)	\$ 13,970,132 (17)	\$ 14,849,885	\$ 13,512,688	\$ 13,512,688
<b>Fund Balance Unrestr. General Fund and Rev. Generated Accounts</b>	\$ 61,960,216	\$ 65,180,667	\$ 60,395,491	\$ 53,115,911 (21) (22)	\$ 61,916,048 (31) (32)	\$ 63,185,663	\$ 56,376,494	\$ 61,484,169
<b>Total Fund Balance Percentage Unrestricted General Fund</b>	28.17%	28.93%	24.15%	19.20%	22.02%	21.96%	18.68%	20.37%

(1) Scenario A: The calculation for the SCFF assumes the three-year average for the base allocation and student success allocation counts. The SCFF rates have not been adjusted by the 1.07% COLA increase. For the base allocation, the decline in credit FTES is not offset by other increases in special admit or noncredit FTES.

(2) Scenario B: The calculation for the SCFF assumes the three-year average for the base allocation and student success allocation counts. The SCFF rates are adjusted by the 1.07% COLA increase. For the base allocation, the decline in credit FTES is offset by other increases in special admit or noncredit FTES. This results in an increase of 1.07% applied to the 2023-24 SCFF Projected Revenues of \$266,161,610 totaling \$269,009,539 for the 2024-25 SCFF projected revenues.