



2015/16 B Budget Standardization  
Presented By: Vice President, Finance & College Operations  
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- Where Does The Carryforward Money Come From?
  - Unused salary budget (open positions)
  - Unused B Budget
  - Expense reclasses to other funding sources
- What Were The Prior Year Balances?

		<b>General Fund</b>
FY10/11	7/1/10	\$ 5,469,884
FY11/12	7/1/11	\$ 5,702,522
FY12/13	7/1/12	\$5,558,159
FY13/14	7/1/13	\$5,700,261
FY14/15	7/1/14	\$5,100,000
FY15/16	7/1/15	\$5,400,000

## Request For A Spend Down Plan

- The Vice Chancellor, Business Services requested that both campuses prepare a plan to reduce the carryforward balances.
- The campuses can spend down funds over a four to five year period.
- The Vice President of Finance for both colleges analyze the spending history and propose a spend down plan.

- Unused salary from open positions resulted in carryforward balance remaining stable even with augmentation spending
- Unused salary is likely to be “ongoing” though at a lower rate than during the economic downturn
- Increased funding for SSSP (formerly Matriculation) allowed campus to redirect categorical funding cut expenses absorbed by General Fund to SSSP and save costs



# Proposal Part 1: Increase B Budgets to More Sustainable Level

VP-1 Finance & College Ops	508,360
VP-1 Additional B	<u>50,000</u>
	558,360
VP-2 Student Services	861,758
Less Smart Card/EcoPass	(289,468)
Less International Funding Contribution	(99,000)
VP-2 Additional B	<u>50,000</u>
	523,291
VP-3 Instruction	1,133,669
VP-3 Additional B	<u>50,000</u>
	1,183,669
VP-5 College Wide	516,702
Less transfer	<u>(494,821)</u>
	21,880
VP-9 Communications	314,262
Less Stimulus Funding	<u>(100,000)</u>
	214,262
VP-9 President	<u>92,751</u>
	2,594,213
<b>A&lt;-&gt;B Budget Transfers to District</b>	
Release Time Backfill	400,000
SLO/SAO Release Time Backfill	60,000
Reclass Backfill	<u>46,000</u>
	<u>506,000</u>
<b>Estimated Total Actuals and A&lt;-&gt;B Transfers</b>	<u><u>3,100,213</u></u>

## B Budget Proposal Costs

### FY15/16 Budget – Final Allocation

#### B Budget Funding Estimate

Local Revenue Forecast	850,000
B Allocation from District	1,013,423
Estimated Balance from Carryforward	<u>1,236,790</u>
Total Amount Required	<u>3,100,213</u>

## Proposal Part 2: Hire New Positions

- Use carryforward balance to hire positions in areas that need additional assistance but have no funding source
- Allocate approximately \$465,000/year for new positions and \$134,000/year to backfill existing changes
- The PBT's compiled prioritized lists of positions in Spring 2015 that were reviewed by Senior Staff
- Six new recommended positions:
  - A&R Enrollment Specialist
  - Assistant A&R Director
  - Grounds Gardener II
  - Tech Trainer
  - CTE Development Coordinator
  - Women's Equipment Manager (50% position)

# Effect on Carryforward Balance

	Year 1 <u>FY15/16</u>	Year 2 <u>FY16/17</u>	Year 3 <u>FY17/18</u>	Year 4 <u>FY18/19</u>	Year 5 <u>FY19/20</u>	Year 6 <u>FY20/21</u>
<b>Fund Balance</b>						
Beginning Balance	5,400,000					
Less Reserve	(1,500,000)					
Less Restricted Revenue Funds	(102,500)					
Less Mandated Cost	(321,000)					
Revised Beginning Balance	3,476,500	2,774,710	1,858,920	943,131	27,341	(888,449)
Local Revenue (above amount in Budget)	100,000	100,000	100,000	100,000	100,000	100,000
Salary Float/PAA/AAA/PGA Backfill/Float Transfer (net)	900,000	900,000	900,000	900,000	900,000	900,000
New Positions*	(251,000)	(465,000)	(465,000)	(465,000)	(465,000)	(465,000)
Backfill Existing Positions	(134,000)	(134,000)	(134,000)	(134,000)	(134,000)	(134,000)
Augmentation	(1,236,790)	(1,236,790)	(1,236,790)	(1,236,790)	(1,236,790)	(1,236,790)
Recruitment Costs	(30,000)	(30,000)	(30,000)	(30,000)	(30,000)	(30,000)
Misc Adjustments	(50,000)	(50,000)	(50,000)	(50,000)	(50,000)	(50,000)
Estimated Ending Balance	2,774,710	1,858,920	943,131	27,341	(888,449)	(1,804,239)

\* For FY15/16 only, assume positions only filled for 8/12 and Tech Position starts 7/1/16



## Items to Consider

- De Anza asked to reduce carryforward balance
- The Campus Budget Team approved both part 1 & part 2 of the spend down plan as presented
- Caution: Carryforward is one-time funding
  - B Budgets will need to be returned to present levels if additional funding is not forthcoming
  - Hiring positions with one-time funding essentially puts an “end date” on these positions

## Next Steps

- College Council approves distributing the proposed amounts to the PBT's for allocation:
  - Communications: \$214,262
  - College Wide: \$21,880
  - Finance & College Ops: \$558,360
  - Instruction: \$1,183,669
  - President: \$92,751
  - Student Services: \$523,291
- Note: A<->B Budget Transfers are not included in above amounts
- If the College Council agrees, recommend proceeding with hiring new positions with one-time funding, understanding that may need to be terminated if additional funding is not secured in the next few years.

# Questions?