

President's Budget Advisory Committee

Meeting Minutes

March 28, 2019

2:00p.m. @ MH-3318

Voting Members Present: Area Budget Reps Present: Staff Present: Guests Present:

Brittany Santos-Derieg
Steve Welter
Chris Thomas
Christy Samarkos
Donna Conaty
Cezar Ornatowski

Radmila Prislin
Tony Chung
Agnes Wong Nickerson
Rick Nornholm

Nance Lakdawala

Voting Members Absent: Area Budget Reps Absent:

Adrienne Vargas
Joe Johnson
Tom McCarron
Marcie Bober-Michele

Leslie Levinson

I. Call to order

- Call for amendments to agenda – AVP Wong Nickerson called the meeting to order at 2:02 p.m. She asked if there were any amendments to the agenda but there were none.

II. Information Item

- AVP Wong Nickerson said the January CSU Budget Letter for 2019-20 has arrived. There are \$18.3M in new state dollars anticipated, mostly to fund mandatory costs. The discretionary funding available for allocation include \$3.9M base funds for enrollment growth, and \$400,000 for average unit load for students. This is subject to changes in the May Revise.
- 2019-20 Budget Request process: Tomorrow is the deadline for divisions to submit their 2019-20 funding requests. Then requests will go through the three budget committees, vice presidents, back to PBAC and to the president. Special Assistant Lakdawala will email the schedule which is posted on the Budget and Finance website. Once spring requests are approved, AVP Wong Nickerson will send more information to the committee.

III. Reports

- 2018/19 Revenues (Attachment 1) – AVP Wong Nickerson said we have spring census figures incorporated. There is \$12M (please check) in spring tuition revenue over the budgeted amount which can be allocated (e.g., today's requests).
- 2018/19 Base Reserves (Attachment 2) – AVP Wong Nickerson said we have \$6.6M in base reserves. We need to keep \$4M minimum for emergency purposes. We may want to save even more in the event of a recession and for multi-year projects.

- 2018/19 One-Time Reserves (Attachment 3) – AVP Wong Nickerson said \$11M in requests are to be presented today. There is \$17M one time funding available for allocation.
- 2018/19 Multi-Year Budget (Attachment 4) – This is a recap of the past few years.

IV. Watch List

- Master Plan Costs – no update
- Graduation Initiative 2025 – no update
- IT Governance – no update
- Infrastructure (electrical/steam) – no update
- Mission Valley – no update

V. 2018/19 Funding Requests

- 2018/19 One-Time Funding Requests – Consolidated (Attachment 5) – AVP Wong Nickerson presented this list.
- 2018/19 One-Time Funding Requests – AA (Attachment 6) – AVP Prislin presented these funding requests. Interim CIO Nornholm will ask AVP Hodge about the AA software subscriptions item (e.g., Are they site licenses? Which colleges were they originally purchased for? Will this save money for the university?). Members also asked for more information on the Support For Faculty Diversity and Inclusion Office, and the Fund to Support Start-Up Costs for New Faculty items.
- 2018/19 One-Time Funding Requests – GRA (Attachment 7) – VP Welter presented this funding item.
- 2018/19 One-Time Funding Requests – BFA (Attachment 8) – AVP Wong Nickerson presented this funding item.
- 2018/19 One-Time Funding Requests – IT (Attachment 9) – Interim CIO Nornholm presented this item.
- 2018/19 One-Time Funding Requests – URAD (Attachment 10) – AVP Wong Nickerson presented this request.
- 2018/19 One-Time Funding Requests – Deferred Maintenance/Capital Projects (Attachment 11) – AVP Wong Nickerson presented this request on PSFA California State Fire Marshal Corrections. She will find out more information (e.g., how they came up with the estimate. Why 211.20 hours? Why \$165/hour?)

President Thomas moved to recommend the spring funding requests to President de la Torre for her approval and Interim Dean Conaty seconded. The motion passed unanimously. Division representatives will email AVP Wong Nickerson with more details on the diversity, software subscriptions, start-up, and PSFA items in the next week for distribution to the committee.

VI. New Business – none

VII. Reminder

- **Meeting adjourned at 3:25 p.m.**
- **Next Meeting Date – April 18, 2019 at 2:00 p.m. in MH-3318**