

Educational Planning Committee Academic Year 2015-2016

1. EMP Recommendation and Objective (Include narrative from 2015-2018 strategic plan)

EMP Recommendation College Systems 6: Develop and implement a long-term sustainable financial plan for the district

Objective CS6.1: Create and implement a three year budget strategy that maintains a minimum reserve of 7.67% while reducing deficit spending within the District each year.

2. What actions have been taken toward achieving the objective? Please describe (reference action steps when relevant).

CS6.1: The District, at its August 2015 Board of Trustees meeting, approved the District's first comprehensive 4 year budget with a strategy for the financial viability of the District for long term planning.

Part of this planning for a 4 year budget required a careful review of long term liabilities facing the District such as, but not limited to, pensions cost/reform, Other Post-Employment Benefits (O.P.E.B.), Costs of two S.E.R.P.'s (Supplemental Early Retirement Programs) and ongoing cost of negotiations as it relates to collective bargaining agreements and the effects of salary schedule adjustments. The District also looks at historical trends in utility and health and welfare benefits allocated to employees based on classification or bargaining unit. These aforementioned expenses represent about 93% of the overall budget for the District.

The District also reviewed operational efficiencies throughout the college while building the budget and how those efficiencies would impact only one year or potentially multiple years of the budget. In doing so, all areas were reviewed and most of the concentration was on employees taking the SERP in 2015 and the process for filling, holding or defunding those positions. Also, as part of this review, low enrolled courses were reviewed and approximately 60 units were reduced from the fall 2015 Schedule due to this review.

Action Step 1.1: Review all operational areas to reduce deficit spending and reduce overall expenses.

The District is also looking at revenue opportunities such as increasing facility rentals through the use of Facilitron software:

District Wide: facilitron.com/com94904

Kentfield Campus: facilitron.com/kentfield94904

Indian Valley Campus: facilitron.com/iv94949

The District is also reviewing increasing revenue with the lease of real estate for cell services. Last month, the District walked the Kentfield Campus with Verizon Wireless and AT&T to look at potential sites for adding cell sites, this would generate about \$2,400 per month per tower, which is comparable to the rent we currently receive at the Indian Valley Campus.

Action Step 1.2: Explore possibilities for increased streams of revenue for the District.

3. Are you on track to achieve this objective? What evidence supports your judgment of progress made toward this objective?

2015/16 Tentative Budget

2015/16 Adopted Budget

Minutes of PRAC where adopted budget was presented

4. Have you achieved this objective? Yes No If not, why not?

Rating by Educational Planning Committee

Activity:

Red= No Progress

Yellow= Progress Being Made

Green= Complete

Objective Met: Yes No