BUDGET COMMITTEE
Meeting Date: October 28, 2014 – 2pm
Location: SSA 219

Mission Statement: Los Angeles Harbor College fosters learning through comprehensive programs that meet the educational needs of the community as measured by student success, personal and institutional accountability, and integrity.

AGENDA
1. Approval of Agenda – N. Barakat
2. Approval of Minutes from September 23, 2014 – N. Barakat
4. Good of the Order
5. Adjourn – N. Barakat
Call to Order
N. Tan called the meeting to order at 2:10 p.m.

Approval of Agenda – N. Tan
N. Barakat, who was not able to attend, requested additions to agenda: 1) discuss funding of expensive projects no longer covered by bond, e.g. football field and IT software, 2) prioritization of 2015-16 by each cluster, 3) for FHPC hiring for 2014-15, chairs must provide a list of classes to cover each hire.

Motion by S. McMurray to approve agenda with additions. Second by P. Grady. Approval of agenda by consensus.

Approval of Minutes from September 23, 2014 – N. Tan
Correction: Ending balance for 2013-14 was $255,000. Motion by S. McMurray to approve minutes as amended. Second by P. Grady. Approval of minutes by consensus.

2014 – 2015 Budget Update – N. Tan
N. Tan reviewed the LAHC 2014-15 budget plan. In September, Harbor projected a $2.1M deficit. Any college reporting a deficit of $500,000 or more must explain the reason for the deficit to the Board of Trustees. The district recommended Harbor input all estimated revenue into the budget. Our total allocation with carryover for 2014-15 is $29,843,983. Our total allocation, after additional revenue is added, is $31,533,123. Our total projected expenses are $32,893,515. Additional revenue from grants and categoricals is estimated at $700,000 and $300,000 is estimated from the swap meet, leaving a projected deficit of $360,392. The campus should concentrate on how to reduce spending and end with a positive balance. It is possible there will be more growth money.

Funding of expensive projects no longer covered by bond, e.g. football field and IT software – N. Tan
B. Englert reported the football field can no longer be repaired. The campus needs to address how to fund the replacement of the field, which could range from $400,000 to $800,000. The parking lots and roads are also in disrepair and need to be addressed. The cost to repair Lot 1 is $17,000. If there is enough money in the parking fund, it will be used to cover this expense. Scheduled maintenance money
and capital outlay money is not available for any area that is considered revenue generating. N. Tan requested a list of all expenses that will no longer be covered by the bond so the campus can see what program 100 will have to absorb in the future and then prioritize these projects. Support for the athletic fields through advertising was suggested and will be explored.

Prioritization of 2015-16 by each cluster – N. Tan
Work on the next year’s op plan will begin in December. All salaries and benefits for regular employees will be funded first, followed by all mandatory expenses. The clusters are asked to submit their priorities for 2015-16.

FHPC hiring for 2014-15 - Chairs must provide a list of classes to cover each hire – N. Tan
There was a short discussion on hiring faculty and adjuncts. It is requested that chairs provide a list of classes the new hire will teach. Cutting 50 sections in spring was mentioned. It was noted the cut is needed to balance the total number of fall and spring sections with last year.

Good of the Order
S. McMurray encouraged the committee to use a formal request form when making requests to the President. It was noted the form would go to CPC first and then to the President. N. Tan requested a copy of the form.

Adjourn – N. Tan
The meeting adjourned at 3:00 p.m.