

**COUNCIL ON BUDGET AND FACILITIES**  
**May 8, 2023**

**APPROVED SUMMARY**

**Members Present:** Jennifer Combs, Terry Cox, Damon de la Cruz, Henry Hua, Geoff Hurst (VC Rep) Elaine Loayza, Marwin Luminarias, Jeremy Peters, Stephen Schoonmaker, Marlo Smith, Svetlana Soske, Leslie Tsubaki, Kashu Vyas, and Fred Williams

**Members Absent:** Cherry Li-Bugg, Raine Hambly, Fola Odebunmi, Irma Ramos

**Guests Present:** Jeanette Rodriguez, JoAnna Schilling, Valentina Purtell, and Richard Williams

**Call to Order:** The meeting was called to order at 2:03

1. **Summary:** The summary of the March 13, 2023, meeting notes were approved.
2. **Budget Assumptions Early Preliminary Information Update –** District Director, Kashu Vyas provided updated data to the Committee. The Budget Assumptions continue to be calculated using the January preliminary numbers since there has not been a confirmed shift in COLA (8.13%). Staff will continue to keep CBF abreast of any additional information received.  
Some of the highlights that were discussed are as follows:

Student-Centered Funding Formula (SCFF) – A side-by-side comparison was provided to the committee using the January budget and the estimated 8.13% COLA. One of the major increases can be found with the CDCP calculations, which increased from \$2.3M to \$12M. The 2023-24 funding from the base allocation increased from \$152M to \$158M. While the District's Emergency provisions will help offset the difference, it is important to understand that stability funding is supplemental revenue, not earned revenue. It is important the District increases enrollment numbers to reduce the stability funding and earn actual revenue.

State and Local Funding – Small adjustments have been made to the calculations; however, the numbers will be updated at a later date.

**Questions and Comments:**

1. *Marlo Smith commented on the part-time faculty compensation sponsored program, which includes anyone taking on a 0.4 course load. It is still unknown how many Adjunct Faculty will decide to participate, but there is a possibility of receiving reimbursement for those Adjunct Faculty who are employed at multiple districts.*

OPEB – There are no current contributions at this time. The Retirement Board voted not to make any contributions for the 2023/24 year to allow the trust to be fully funded. This decision will hopefully benefit the District once the hold harmless funding is no longer received.

Dependent Care Coverage Costs – This will be the second year that dependent coverage is included in the union agreements, which will hopefully provide staff with a better number of participants to calculate an estimated cost.

Additional details can be found in the agenda packet on pages 5 – 10.

**P-2 Attendance Numbers** –The District is required to report quarterly and has submitted as required. Based on the Chancellor’s Office numbers, there is a slight increase from last year, but numbers are significantly lower than the pre-pandemic numbers.

Questions and Comments:

1. *Do the 2017-18 numbers reflect the summer shift?* No, the numbers shown are the actual numbers.

**One-time Funding Request** – All funding requests approved at CBF are further vetted and requested at the District Consultation Council.

As of May 8, 2023 the \$10,700,000 hold for the repayment of financial aid payments to fraudulent students has been removed from the one-time funding calculation and returned to the unallocated dollars.

Follett Equitable Access - Dr. JoAnna Schilling provided an overview of the request for \$5,000,000 for a pilot digital book program through Follett Equitable Access. As part of the program, students will pay \$19 per unit if a student decides to participate in the program. Students will have an opportunity to add the digital books to their account and will only be charged after census. The funding is an estimated supplemental amount for the next three years and will cover all three campuses. Participation from all three campuses is what allows them to offer the low cost of \$19/unit, the lowest in the state. The calculation was derived from the current student count taking 9 units (full-time consideration). Discussions have been circulating through the campus constituency groups at the campus levels, however a formal decision has not been determined.

Question and Comments:

1. *Are the books only digital copies?* If the textbook is available digitally, students can download the book. Some textbooks also come in a PDF print option for \$15.00.
2. *How is it possible for NOCE students to participate since a majority of the courses are non-credit?* NOCE has census data for online courses and President Purtell has been in contact with Follett about the specific details that pertain to NOCE.
3. *With this program, does this mean the bookstore will have a smaller footprint?* Not necessarily, there will still be students who would like to purchase textbooks.
4. *Are there still CARE funds that are still available to use? Or gift of public funds?* The campuses have already allocated their CARE dollars for other uses.
5. *Has there been any discussion for students on a Student Payment Plan?* If a student has plan in place, their book cost will automatically go into their payment plan, however, if they opt out of the program their monthly payment will go down.
6. *Have the Senates already voted on whether or not to implement this pilot program?* No, they have not. This request is provisional upon the senate’s approving the program.
7. *Jennifer Combs provided general feedback/concerns from Fullerton College. Based on survey feedback from students and staff, both felt that students were going to incur a*

*cost and felt more likely to opt out of the program.* Students and staff need to be informed and aware that this proposal is an opportunity to help increase our enrollment numbers and support the students, not provide them with an additional expense. Books are expensive and this would help supplement the cost of purchasing the required texts to successfully complete a course.

8. *What will Follette do with the data collected?* We will have the data in real time. This will allow us to assess the information and plan accordingly.
9. *How would students opt out of the program? Will it be through Follette?* No, the program will automatically be added to a student's registration, but everyone will have the opportunity to decline.

Foundation Funding – To support Board Goal 1.6 for diversification of the District's revenue sources, including expanded foundation funding, a request of \$150,000 for each campus foundation (Cypress and Fullerton), per year, for a three-year period, for a total of \$900,000 was made. As part of the agreement, both Cypress and Fullerton foundations will be required to fund a permanent position within the Foundation and raise sustainable on-going funding to support this position after the three-year period.

Questions and Comments:

1. *How many positions do the campuses currently have on-site?* Cypress College has two permanent positions, an administrative assistant and an executive director and two specialty positions. Fullerton has an executive director and an administrative assistant.
2. *Do the foundations provide financial statements?* Yes. Annual audits are done for each of the foundations and reports are posted on the website for public view.

**By Consensus both one-time funding requests for the Follett Equitable Access and Campus Foundations were approved to move to DCC for further approval. The Follett Equitable Access request was approved for funding contingent upon senate approval.**

**3. HEERF & COVID-19 Recovery Block Grant Update** – An update on current HEERF funding was provided to the Committee. Details can be found on page 18 of the agenda packet.

Based on the summary, most dollars will be spent by the end of next fiscal year. The HEERF funding was a huge influx for District. Cypress will use their funding to continue supporting student basic needs, hot meals/food program and to backfill lost revenue. Fullerton is looking to continue to provide hot meals to students and anticipates funding to be exhausted by the end of the year. NOCE will also be using their funding to backfill lost revenue.

Questions and Comments:

1. *How much is being spent on meals?* Fullerton is spending approximately \$34,000/week on \$12 student voucher. Cypress College is spending approximately \$50,000/week on breakfast and lunch, which also includes NOCE students.
2. *Why isn't Cypress doing the \$12 voucher?* Cypress has a smaller vendor and less manpower. Instead of vouchers, the vendor provides different options for the students.

Cypress is looking at tiered meal system, but this will not be as comprehensive to everyone.

COVID Recovery Block Grant – In lieu of HEERF funding, the State Chancellor’s Office provided a \$650M statewide block grant of one-time funding. A section from the California Community Colleges Compendium on the recovery block grant was extracted and provided to the committee. The summary provides an overview of the dollars, allowable expenditures, and other consideration and potential uses.

**4. Facilities Updates:** Vice Chancellor Williams reported that there are significant cost increases across the board for construction projects.

Cypress College – VPAS, Stephen Schoonmaker provided an update on behalf of the campus.

- Fine Arts Swing Space – Project is complete. Staff anticipate the space to be utilized by the end of 2023.
- Culinary Arts Swing Space – Staff continue to work on finalizing the temporary buildings.
- ADA Improvements - Parking lots continue to be worked on for ADA compliance.
- Campus Complex 4<sup>th</sup> Floor Renovations – Space is being renovated to provide space for PD, academic senates, and career center.
- Health and Wellness Center – Project is underway.
- Student Housing – The application was Board approved and was submitted to the state. The campus hopes to hear back regarding funding shortly.
- Electrical Charging Stations – Plans are currently with DSA. There is a possibility that the plans may be pushed back.
- Pool Renovations – The pool renovation continue to be worked on.
- A supplemental boiler has been brought in to assist with cooling and heating throughout the buildings.
- Scheduled Maintenance – smaller projects and repairs throughout the campus continue to be worked on.

Fullerton College – Interim VPAS, Henry Hua provided an update on behalf of the campus.

- Chapman Newell and M&O Building – Staff received DSA approval and will submit an RFP for qualified Inspector. The project is anticipated to be completed by the end of December 2024.
- Performance Art Building – Plans are currently with DSA and staff anticipate approval by August. Once the plans are approved, the project will go out to bid. This is a very high-cost project.
- Summer Projects: underground tunnel repairs will be done throughout the summer and staff continue to work through and prioritize scheduled maintenance projects throughout the campus.
- Sherbeck Field – This is a non-bond project and is being funded through campus/local funds. Commencement is scheduled to take place on the field, but staff will continue to go through the punch list of items before project closeout.

Anaheim Campus – Richard Williams provided an update on behalf of the campus.

- First Floor Renovation – Demolition has begun and will continue through fall 2023 to prepare for the temporary housing for NOCE.
- NOCE Accommodations - A compliance lift/ramp will be incorporated into the construction plans so students will be able to access the registration desk more easily on the second floor.
- Interior and Exterior Signage – Numbers came in better than anticipated.
- Outdoor Patio Renovations – Staff are working with the architects on funding concerns.
- Board Room Renovation – Staff have scheduled meetings with the vendors to discuss different options with limited funding.
- Fire Risers – Piping will be replaced throughout the Anaheim Tower and water pressure will be improved.

Network Refresh Update – Geoff Hurst provided an update.

- VOIP System – Concerns at Fullerton are being addressed.
- Supply Issues – Staff continue to wait for backorder items with no current ETA.
- Completion – Technology updates/programs will continue to be on-going projects, but staff hope to complete the work outlined in this contract by the end of June.

#### **Future Meetings**

- July 10, 2023\*
- August 14, 2023\*
- September 11, 2023
- October 9, 2023
- November 13, 2023
- December 11, 2023

*\*Tentative meetings that will only take place if deemed necessary.*

**Meeting was adjourned at 3:47 p.m.**