



**Los Angeles Community College District
District-wide Governance Committee
Self Evaluation Form**



Committee Name: DISTRICT BUDGET COMMITTEE

For Academic Year: 2012-2013

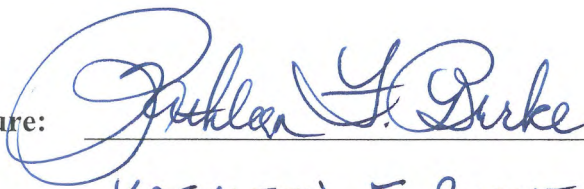
Date of Self Evaluation: JUNE 30, 2013

Month	Meeting Date(s)	# of Members Attending	Agendas posted in advance ?		Minutes posted?		Please List the Major Issues/Tasks Addressed at Each Meeting
			Yes	No	Yes	No	
July 2012	07/18/2012	19 members and 15 guests	X		X		<ol style="list-style-type: none"> 1. Review State Enacted Budget and its Impact on District 2. Review of 2011-12 Preliminary Ending Balance 3. Proposed 2012-13 Final Budget 4. Enrollment Planning Update 5. Executive Committee Report on Budget Allocation review on Budget Allocation Review (PHASE II) – Balance and Reserve Policy Recommendation
August 2012	08/07/2012	19 members and 27 guests	X		X		<ol style="list-style-type: none"> 1. Special Budget Task Force – Proposed Budget Reduction/Measures if Proposition 30 not passed 2. 2011-12 Open Orders and Balances 3. State Apportionment Deferrals, RDA Backfills and Impact on the District’s Cash Flow 4. 2012-13 Final Budget 5. DBC Self-Evaluation
Sept. 2012	09/05/2012	22 members and 16 guests	X		X		<ol style="list-style-type: none"> 1. Planning for Tax Initiative Implications 2. 2012-13 Enrollment Update 3. FON Update 4. ECDBC Report and recommendations – review of Balance and Reserve Policy 5. 2013-14 Proposed Budget Development Calendar
October 2012	10/10/2012	19 members and 28 guests	X		X		<p>(one agenda Item)</p> <p>ECDBC Recommendation – funding for Accreditation Activities: H, SW, W</p>
Nov 2012	11/14/2012	21 members and 23 guests	X		X		<ol style="list-style-type: none"> 1. Prop. 30 – Education Protection Act of 2012 – Additional Funding Allocation to colleges (\$31.3 million) and Projected funded growth revenue (\$3.9 million) 2. College Enrollment Planning 3. 2012-13 First Quarter Projection 4. FON Update 5. ECDBC Report – Growth Funding Discussion
Dec 2012	12/12/2012	19 members and 21 guests	X		X		<ol style="list-style-type: none"> 1. ECDBC Recommendations – Redistribution of 2.5% of Contingency Reserve; and Growth funding Proposal 2. College Enrollment Planning 3. State Mandated Reimbursement Fund 4. FON Subsidy Distribution

Jan 2013	01/29/2013	18 members and 18 guests	X		X	<ol style="list-style-type: none"> 1. ECDBC recommendations on \$9.9 million redistribution of Contingency Reserve fund and FON hiring target. 2. 2013-14 Governor's Proposed Budget 3. Enrollment Projection 4. FON Planning for 2012-13 5. Proposed Preliminary Budget Allocation for 2013-14
Feb 2013	02/13/2013	19 members and 18 guests	X		X	<ol style="list-style-type: none"> 1. ECDBC recommendations on Annual Accreditation Activities funding and distribution of State Mandated Cost reimbursements 2. FON Planning for 2012-13 3. Budget Allocation Review Update 4. EPA Fund Update 5. 2012-13 Second Quarter Projection
March, 2013	03/26/2013	18 members and 17 guests	X		X	<ol style="list-style-type: none"> 1. State Budget 2. Accrediting Commission Visit Update 3. Enrollment Planning 4. FON Planning for 2012-13 5. First Principal Apportionment/EPA Fund Update 6. ECDBC Report/Recommendation – Growth/Restoration Funding Proposal
April 2013	04/24/2013	20 members and 19 guests	X		X	<ol style="list-style-type: none"> 1. ECDBC Report/Recommendation – Growth/Restoration Funding Proposal discussion (continued) 2. 2012-13 Second Period FTES Report 3. 2012-13 Third Quarter Financial Status 4. 2013-14 Budget Development Update 5. Notice of DBC Co-chair Election (Faculty) 6. DBC Recommendation to Chancellor – Growth Funding Proposal.
May 2013	05/22/2013	18 members and 18 guests	X		X	<ol style="list-style-type: none"> 1. DBC Co-chair Election (Faculty) 2. ECDBC Recommendation – College Debt Repayment Policy (Discussion) 3. FON Update 4. 2013-14 Proposed Tentative Budget 5. Proposed 2013-14 Meeting Calendar
June 2013	06/19/2013	14 members and 22 guests	X		X	<ol style="list-style-type: none"> 1. 2013-14 State Budget Update 2. Student Success Initiatives 3. 2013-14 Enrollment Planning Target 4. 2012-13 Preliminary Year-end Balance
Average Attendance		40 to 50				

<p>Major Committee Accomplishments & Achievements in Past Year</p>	<ol style="list-style-type: none"> 1. Completed two aspects of Phase II of the modifications to the district's Budget Allocation mechanism: (a) Revised Use of Ending Balance Policy and (b) Growth Funding Formula Changes 2. Created Contingency Plans Related to Proposition 30 Pass or Fail 3. Redistributed 2.5% (or \$9.9 million) of Contingency Reserve 4. Distributed State Mandated Cost Reimbursement 5. Reviewed and provided input to Enrollment Planning and Setting Enrollment targets for 2013-14 6. Reviewed and provided input to developing Faculty Obligation Hiring/Planning Strategies for 2013-14
<p>Major Obstacles/Problems with Committee Function</p>	<ol style="list-style-type: none"> 1. Little time for DBC to digest DBC materials prior to the DBC meetings 2. Poor communication between ECDBC and DBC 3. Board and Chancellor approvals sometimes have not included DBC participation on budget policy changes
<p>Recommendations for Improving Committee Process/Efficiency</p>	<ol style="list-style-type: none"> 1. Make available to DBC members all ECDBC Agendas. 2. Provide monthly ECDBC summary reports 3. Improve DBC Agenda to (a) label items as "Discussion" or "Action" item; (b) track all DBC recommendations to the Chancellor; (c) Report on Board 's Budget and Finance Committee actions (d) solicit ECDBC agenda items from the DBC 4. Distribute the DBC agenda, minutes, and supporting documents 72 hours prior to the meeting 5. Provide orientation to new committee <i>members</i>. 6. Request the DBC co-chairs to attend Board of Trustees Budget and Finance Committee meetings to ensure open communication about the governance process
<p>Committee Goals (If Appropriate) for Coming Year</p>	<p>The committee will continue review of the following fiscal policies:</p> <ol style="list-style-type: none"> 1. College Debt Repayment Policy 2. College Operation Deficits and ACCJC Recommendations 3. District Office Budget/Funding Requests 4. District Financial Accountability Measures 5. Establish framework for evaluating the current budget allocation formula 6. District-wide educational efficiencies

Chair/Co-Chair Signature:

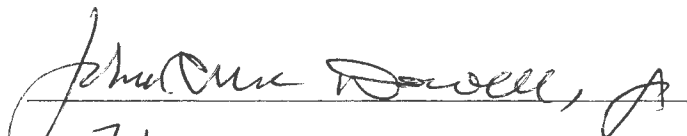


Chair/Co-Chair Name:

KATHLEEN F. BURKE

1/22/2014

Chair/Co-Chair Signature:



Chair/Co-Chair Name:

John R. McDowell, Jr. 1/22/2014