

**LOS ANGELES COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
MINUTES - BUDGET & FINANCE COMMITTEE
Educational Services Center
Board Room – First Floor
770 Wilshire Boulevard
Los Angeles, CA 90017
Wednesday, February 24, 2016
3:00 p.m. – 4:45 p.m.**

Committee: Sydney K. Kamlager, Chair; Ernest H. Moreno, Vice Chair; Mike Eng, Member

Trustee Kamlager called the meeting to order at 3:07 p.m.

PUBLIC SPEAKERS

None.

REPORTS/RECOMMENDATIONS/ACTION

Second Quarter Financial Status

A document entitled "2015-16 Second Quarter Financial Status Report, Budget & Finance Committee, February 24, 2016" was distributed.

Ms. Jeanette L. Gordon, Chief Financial Officer/Treasurer, discussed the document with respect to the Second Quarter Financial Status Report related to the Projected Ending Balances, Projected Reserves, and the Fiscal Year 2015-16 FTES (Full-time Equivalent Students).

With respect to the General Reserve and the College Reserve, Trustee Moreno inquired how much of East Los Angeles College (ELAC) and Los Angeles Pierce College (LAPC) funds are incorporated into these reserves.

Ms. Gordon indicated that she would provide the information to the Committee.

Preliminary Budget Development/Allocation

A document entitled "Preliminary Budget Development/Allocation" was distributed.

Ms. Gordon indicated this is the beginning of the budget process for Fiscal Year (FY) 2016-17 and discussed the document with respect to Revenue Assumptions, Allocation Assumptions, and Centralized Account Allocation.

Trustee Moreno expressed his concern that the Educational Services Center (ESC) budget has grown dramatically while enrollment declines. He indicated that the Los Angeles Community College Educational Services Center needs to address this issue before it is too late to constrain. He requested that a report be provided to the Committee utilizing data dating back to when the ESC budget started to increase.

A question and answer session was conducted regarding various issues concerning the 2016-17 Proposed Preliminary Budget and Funds Available for 2016-2017 Unrestricted General Fund.

Trustee Kamlager requested that the areas of *Centralized Services* be defined.

Ms. Gordon indicated that the function of *Centralized Services* is for various operational services for the entire LACCD, not the function nor budget of a particular office in the ESC. She added that the Los Angeles County Sheriff's contract will be moved to *Centralized Services*.

Trustee Kamlager requested a complete list of all the services that are located in the Centralized Account allocation and how the allocations are determined be provided to the Committee.

Ms. Gordon responded that the list will be provided to the Committee.

Bond Issuance/Underwriter Selection Recommendations

Enrollment Update

A document entitled "Spring 2016: Credit Enrollment Comparison" was distributed.

Dr. Ryan M. Cornner, Vice Chancellor, Educational Programs and Institutional Effectiveness, gave an update of the same day credit enrollment comparison as of February 22, 2016 – February 24, 2014. He indicated that the data demonstrates a three percent decrease compared to last year. He discussed the colleges' late strategy/program that can possibly offer the opportunity to reach the 4.6 targeted enrollment rate.

For the record, Trustee Moreno stated that the data provided is the same day credit enrollment comparison from spring 2014-2016, which does not include the late enrollment strategies to increase enrollment. He stated that the data confirms the decline in enrollment by ten percent over the last three years.

Trustee Moreno expressed his concern regarding the enrollment downward trend with respect to the late start strategies, enrollment divided by section, headcount, and the enrollment data comparison chart. He stated that the LACCD must not ignore and this matter address it before it is too late to manage.

Ms. Joanne Waddell, President, Los Angeles College Faculty Guild, Local 1521, expressed her concern regarding various enrollment challenges.

Quarterly Presentation on SIS Implementation Project

A document entitled "SIS Modernization Project, Project Assessment #2, February 24, 2016" was distributed.

Dr. Adriana D. Barrera, Deputy Chancellor introduced the following individuals:

Mr. Steven Kish, Project Monitor, Student Information System (SIS); Ms. Betsy Regalado, Lead Administrator, SIS Modernization Project; Mr. Jorge Mata, Chief Information Officer, LACCD; Mr. Nate Holley, Cyber Lead; Mr. Christopher Nersisyan, Technical Lead; and Mr. Albert Saryan, Manager, Information Technical Financial Aid

Mr. Kish discussed the document with respect to the assessment of the SIS Modernization Project Go-Live for the fall 2017 term regarding the criteria that were met, the progress on the four recommendations, areas of concern, dashboard analysis, and recommendations going forward.

There was discussion regarding the efforts that are being made to Go-Live by fall 2017.

Trustee Eng posed various questions regarding the efforts and consequences if the fall 2017 Go-Live goal is not reached.

Ms. Regalado and Dr. Barrera discussed the resources and recommendations to be implemented in order to reach the fall 2017 Go-Live goal.

Trustee Kamlager requested that a monthly presentation be conducted on the progress to Go-Live in fall 2017.

FUTURE DISCUSSION/AGENDA ITEMS

- Monthly updates on the progress to Go-Live in fall 2017
- Recruitment and marketing efforts

FUTURE BUDGET & FINANCE COMMITTEE MEETING DATES

- March 23, 2016

NEW BUSINESS

None.

SUMMARY – NEXT MEETING

None.

ADJOURNMENT

There being no objection, the meeting was adjourned at 4:32 p.m.