



BUDGET COMMITTEE

MINUTES

May 13, 2020

A meeting of the Budget Committee was held May 13, 2020 via Zoom. The meeting was called to order at 3:30 p.m. by Yulian Ligioso, Acting Vice President of Finance and Administrative Services.

Roll Call

Members: Barbara Baer, Carmen Coniglio, Aiden Ely, Tricia Frady, Anel Gonzalez, Yulian Ligioso, Teresa Laughlin, Kendyl Magnuson, John Matson, Patrick O'Brien, Dayna Schwab, Shayla Sivert, Craig Thompson, Anastasia Zavodny, Linda Beam, George Frederick, Erin Hiro, Aaron Holmes, Jackie Martin, Fariheh Towfiq

Recorder: Heather Sutton

Guests: Ken Stoppenbrink, Acting President Jack Kahn, Brandi Taveuveu, Mary Vorhis Robert
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I. Approval of Minutes:

The minutes from the April 14th, 2020 meeting were tabled until the next meeting.

II. New Business

- A. Budget Update – President Jack Kahn, and Vice President Yulian Ligioso presented information regarding calculations and projections for the 20/21 Budget. President Kahn spoke on Palomar budgets for vacant positions, and anticipated vacancies vs. true vacancies. President Kahn presented a chart with approximate changes to the overall budget, and the more positive outlook it conveys. He spoke of reductions, and the effects of COVID-19. Additionally, shared that a project was completed to reduce the discretionary budget, and how additional costs brought down the discretionary savings. Due to class cancellations, reducing hourly staff, and reduced hours in the library and some reduced counseling hours, there was a significant less of a cost than originally projected. Statutory benefits that are associated with these had reductions in cost as well.

Committee member Patrick O'Brien asked about Counseling cuts. President Kahn responded that the changes were due to COVID-19 occurring, and that there was a reduction in interaction right away across the campus.

VP Ligioso discussed the budget development process, and how Palomar built up positions and benefits. Multiple positions were not filled as expected and the net expenditures were lower than budgeted. VP Ligioso thanked the budget office, fiscal office, human resources, and instructional office in their work. He also stated that there was significant savings in health and benefits due to this work. VP Ligioso explained how this number was calculated, walked through the projections process, and that he will keep the budget committee apprised as the process continues.

Committee Member Hiro asked, how the state budget factors in. President Kahn discussed the current status of the budget, and that they expect no salary rollbacks at this time with continued conversations with the unions moving forward.

VP Ligioso and President Kahn discussed the current practice of budgeting for vacant positions (anticipated vacancies, unfilled vacancies) offsetting with a negative number and that this practice has ceased. President Kahn committed to increasing communication across the campus regarding the budget and the process moving forward.

Committee member Thompson asked about faculty positions and classified managers positions not being filled. VP Ligioso and President Kahn stated that in prior years a negative number was introduced into the budget and the effect it had in planning. Moving forward the actual budget numbers and positions will be communicated throughout the year, instead of at the end of the year to create a better practice.

Committee member Gonzalez asked about the tentative budget and whether the same type of calculations would be used. Additionally, mentioned retirements that were calculated.

VP Ligioso committed to forwarding all positions that will be in the new budget at the next budget committee meeting. Additionally, spoke to the retiree's being in the upcoming calculations, and reviewing discretionary accounts, institutional obligations, and benefits and position reviews.

III. Adjourned

There being no further business, the meeting was adjourned at 4:00 pm.