

**PRESIDENT'S BUDGET ADVISORY COMMITTEE  
MINUTES  
December 18, 2003**

**MEMBERS PRESENT:**

Eduardo Ochoa	Provost, Co-Chair
Larry Furukawa-Schlereth	Vice-President, Administration and Finance, Co-Chair
Rand Link	Vice-President, Student Affairs
Katharyn Crabbe	VPBAC
Janice Peterson	CRC
Noel Byrne	Immediate Past Chair of the Faculty
Catherine Nelson	Chair of the Faculty
T.K. Clarke	VPBAC
Melinda Barnard	CRC
Victor Garlin	CFA Representative
Jason Spencer	President, Associated Students
Melanie Dreisbach	Chair-Elect of the Faculty
Ethan LaMoureaux	Associated Students Treasurer
Lynn McIntyre	Vice-President, University Affairs

**STAFF PRESENT:**

Katie Pierce	Associate Vice-Provost for Academic Resources
Neil Markley	Director, Administrative Services
Letitia Coate	University Controller
Bill Ingles	University Treasurer

**MEMBERS ABSENT:**

Debora Hammond	VPBAC Faculty
John Kramer	Faculty Representative at Large
Henry Amaral	Staff Representative
Stuart Jones	Vice-President, Development
Gloria Ogg	CRC
Sam Scalise	CRC
Steve Wilson	Associate Vice-President, Administration and Finance

**STAFF ABSENT:**

None

**GUESTS PRESENT**

Rick Luttmann, Steve Wilson, Birch Moonwoman

**AGENDA**

- |      |  |
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| I:   | CALL TO ORDER                              |
| II:  | APPROVAL OF THE AGENDA                     |
| III: | APPROVAL OF THE MINUTES, November 20, 2003 |
| IV:  | MID-YEAR BUDGET REDUCTION 2003-2004        |
| V:   | FINANCIAL PLANNING 2004-2005               |
| VI:  | EFFICIENCY                                 |

## **I: CALL TO ORDER**

Eduardo Ochoa brought the meeting to order at 8:15am.

## **II: APPROVAL OF THE AGENDA**

Ochoa asked for any additions or deletions to the Agenda. No additions or deletions were heard and the Agenda was passed unanimously.

## **III: APPROVAL OF THE MINUTES: November 20, 2003**

Victor Garlin moved and Lynn McIntyre seconded a motion to approve the minutes of November 20, 2003. The minutes were approved unanimously with abstentions from those not in attendance at the November 20, 2003 meeting.

## **IV: MID-YEAR BUDGET REDUCTION: 2003-2004**

(Please see the December 18, 2003 Agenda Packet for this document)

Schlereth reported that the California State University has received a \$23,800,000 mid-year budget reduction. Sonoma's prorata share of the reduction is \$461,600 and 70 FTES as part of a 1% enrollment cut. As the reduction is based on an enrollment reduction, the marginal cost formula has been used to distribute reductions at the campus level. Schlereth noted that it is very difficult to make these reductions within Academic Affairs as courses have been published and students enrolled. As such, the level of reduction to Academic Affairs will be reduced by \$129,000 and will be funded by year-end savings or Administration and Finance. The balance of Academic Affairs' cuts have been planned and already made.

Victor Garlin commented that last minute adjustments affect the lives of both student and lecturers. Steven Wilson, lecturer, and Birch Moonwoman echoed these sentiments.

Moonwoman added that students in residence are particularly affected by course reductions. In order to mitigate some of the impacts on residential students, Ochoa stated that the second registration period has been modified to allow these students some additional priority.

Katharyn Crabbe understands the registration frustrations, however given the late nature of the reductions, she feels Admissions and Records handled this well. As freshman appear to be the most affected in course selection, the second registration period was reversed to allow freshman and graduating seniors additional priority.

Jason Spencer feels the University should continue teaching as many students as possible without reducing enrollment. Ochoa would like to continue teaching as many as possible, however the University is dying a death of a thousand cuts and cannot afford to continue teaching more with less. Spencer also feels that the CFA and CSU need to send the same message to the legislature instead of each accusing the other of being "fat".

Garlin feels the marginal cost formula is the wrong way to allocate reductions. He would like to see Administration and Finance cover Academic Affairs' portion of the reductions. Schlereth disagrees with Garlin because the funding reductions are accompanied by enrollment reductions, thus reducing the number of students needing direct instruction.

Ochoa explained that Academic Affairs will execute the reductions using salary savings, cuts to school budgets and the Administration and Finance allocation.

Rand Link explained that Student Affairs will execute the reductions by keeping the position formerly held by Sharon Dzik vacant, thus generating salary savings. He will keep the position open until more specifics regarding the January budget are announced. Two current positions will be absorbing the duties in the interim.

Schlereth explained that the Executive Office will execute the reductions by using the salary savings generated by the salary differential in the Executive Assistant position.

Schlereth explained that Administration and Finance will execute the reductions by reassigning a trades worker to a vacant position and use the possible time-base reduction of a current management employee.

**V: FINANCIAL PLANNING: 2004-2005**

(Please see the December 18, 2003 Agenda Packet for this document)

Schlereth presented the potential budget impacts for 2004-2005. At this time, it appears the campus will face reductions of at least \$2,000,000 and 300 FTES. Budget reductions of this magnitude will likely impact enrollment and employment.

Barnard feels that across the board reductions are becoming increasingly unfeasible. She would like to see reductions handled in a permanent way at the campus-wide level. Ochoa agrees with these thoughts. He believes the variable costs do not shrink at the same pace as revenue losses. Garlin reiterated that lecturers are hit hard when the campus seeks to reduce variable costs. Moonwoman would like to see resources allocated to save lecturer positions.

**VI: EFFICIENCY**

(This item added at the request of Jason Spencer)

Spencer would like to see the campus serve as many students as possible without reducing enrollment. Spencer also noted that reductions in enrollment greatly effect self-support funds. TK Clarke commented that a campus of our size is inherently saddled with high fixed-costs. He feels we need to acknowledge this and proceed accordingly. Melanie Dreisbach feels the administrative structure of the University should be reviewed. Wilson, lecturer, feels highly paid position should be examined for reduction first.

Ochoa adjourned the meeting at 10:02am.

Minutes prepared by Neil Markley