

Membership

Academic Senate

Glen Baghdasarian
Angela Echeverri
Jeff Hernandez
Robert L Stewart Jr.
Eddie Tchertchian
Joshua Wentz

Faculty Guild

Ruby Christian Brougham
Joseph Guerrieri
Sandra Lee
John McDowell
Olga Shewfelt
Joanne Waddell*

Unions/Association

Mary-Jo Apigo
Arif Ahmed
Kathleen Becket
Suleman Ishaque
Steve Paine
Vacant-Build & Trade

College Presidents

Seher Awan
Mary Gallagher
Barry Gribbons
Otto W. Lee
James M. Limbaugh
Alexis Montevirgen
Monte Perez*
Albert Román**
Katrina VanderWoude

STUDENT TRUSTEE REPRESENTATIVE

vacant

* Co-chairs

**Interim

District Budget Committee

Oct 14, 2020

1:30 pm – 3:30 pm

Zoom Meeting

<https://laccd.zoom.us/j/97113348272>

Meeting ID: 971 133 48272

One tap mobile

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Meeting ID: 971 133 48272

Find your local number: <https://laccd.zoom.us/u/aboaCgHRaL>

1. Call to Order (*Joanne Waddell*)
2. Approval of Agenda
3. Approval of Minutes for Sep 9, 2020
4. Chancellor's Remarks/Updates
5. ECDBC Reports and Recommendations
6. Enrollment Update & Reporting (Cornner)
7. FON Update (Gutierrez)
8. 2019-20 District Accountability Results (Gordon)
9. Self-Evaluation for FY 2019-20 (Gordon)
10. DBC Recommendations to the Chancellor
11. Items to Be Addressed by ECDBC
12. Other Business

Future DBC Meetings: Dec 9, Jan 13, Feb 10, Mar 10, Apr 14, May 12, Jun 9

*Future ECDBC Meetings: Oct 21, Nov 18, Dec 16, Jan 20, Feb 17, Mar 17, Apr 21
May 25, June 22*

Archived documents can be found on the DBC website:

<http://laccd.edu/Departments/DistrictLevelGovernance/DBC/Pages/default.aspx>

District Budget Committee Meeting Minutes
 September 9, 2020
 1:30-3:30 p.m., Zoom Meeting

Roll Call X Indicates Present

Academic Senate

Glen Baghdasarian	X
Angela Echeverri	X
Jeff Hernandez	X
Robert L. Stewart Jr.	X
Eddie Tcherchian	X
Joshua Wentz	X

L.A. Faculty Guild

Ruby Christian Brougham	X
Joseph Guerrieri	X
Sandra Lee	X
John McDowell	X
Olga Shewfelt	X
Joanne Waddell*	X

Unions/Association

Arif Ahmed; Local 721	
Mary-Jo Apigo; Local 911 Teamster	X
Kathleen Becket; SEIU Local 99	X
Suleman Ishaque; Local 1521A	X
Steve Paine; Class Mgmt. Rep	X
Vacant-Build & Cost Trade	

College Presidents

Seher Awan	X
Mary Gallagher	X
Barry Gribbons	X
Otto W. Lee	X
James M Limbaugh	X
Alexis Montevirgen	X
Monte E. Perez*	X
Albert Roman**	X
Katrina VanderWoude	X

Student Trustee Rep

Vacant

* DBC CO-chairs

** Interim

Also Present

Resource Persons

Ryan Cornner
 Jeanette L. Gordon
 Mercedes Gutierrez
 Gregory Mazzarella
 Melinda Nish
 Francisco C. Rodriguez
 Maria L. Veloz

Guests

Aracely Aguiar
 Myeshia Armstrong
 Silvia Barajas
 Kristi Blackburn
 Grace Chee
 Daniel Hall
 Anil Jain
 Kevin Jeter
 Mike Lee
 Rasel Menendez
 Erika Miller

Guests

Valencia Moffett
 Maury Pearl
 Laura Elena Ramirez
 Jim Reeves
 Reagan Romali
 Farah Saddigh
 Rolf Schleicher
 Bob Suppelsa
 Harry Ziogas

1. **Call to Order** - at 1:36 p.m. by Monte Perez
2. **Approval of Agenda** – The Items on the Agenda was approved.
3. **Approval of Minutes** - The minutes of the August 12, 2020 meeting were approved.
4. **Chancellor’s Remarks/Updates**
 - The Chancellor recapped his Fall 2020 Welcome communication that discussed the COVID-19, the budget, enrollment and the Racial Equality and Social Justice Framework and asked if the committee had any questions regarding these or any other feedback.
 - There was a Q&A session that touched on areas of college allocations, assessments and reserves as well as our enrollment declines and the strategies for addressing this.
5. **ECDBC Reports and Recommendations (Gordon)**
 - There was no ECDBC meeting on August 25, 2020
6. **Enrollment Update & Reporting (Pearl)**
 - Enrollment is currently 7% down in head count and 10% down in enrollment. Other colleges around our area (Glendale, Compton, Santa Monica, Rio Hondo) are also reporting enrollment declines.
 - Short term classes are up 28% from last year and help to boost enrollment.
 - Request to agendaize for a future meeting a report on the results from our vendors that are helping with enrollment.
7. **FON Update (Gutierrez)**
 - Currently the District faculty count is 138 above the FON and the District is projected to meet the obligation.
8. **Self-Evaluation for FY 2019-20 (Gordon)**
 - The Self-Evaluation was discussed and goals, obstacles and recommendation items were proposed.
 - Suggestions to major accomplishments include
 - Remove *Continue early of FON hiring, which helps the District meet its target.*
 - Add: Successful transition of Committee operations in a remote environment
 - Suggestions to major obstacles include:
 - Separating *Instability of State Student Centered funding formula and underfunding of the Community College System* into two separate items.
 - Add: Funding arrives late in the year which doesn’t allow for planning for growth and student support.
 - Suggestions to Recommendations:
 - Provide documents to the committee in a timely fashion.
 - Suggestions to Goals:
 - Add: Explore avenues of long term growth in enrollment and budget.
 - The revised document will be reviewed at the next meetings.
9. **2020-21 Proposed Budget Development Calendar (Gordon)**
 - The 2020-21 Proposed Budget Development Calendar was distributed and reviewed.

10. DBC Recommendation to the Chancellor

- none

11. Item to Be Addressed by ECDBC

- Analyze the District reserves and explore how much could be put into use for each College.

12. Other Business

- A motion was passed requesting a status report of the Sheriff contract review and the newly formed committees.

The meeting was adjourned at 3:03 p.m.

FALL 2020: Credit Enrollment Comparison

Census day for Fall 2020 (WSCH) is September 14

Day
42

Day relative to beginning of instruction

Monday, October 12, 2020

Monday, October 7, 2019

HEADCOUNT	City	East	Harbor	Mission	Pierce	Southwest	Trade	Valley	West	Total
Fall 2020	14,686	25,288	8,348	9,315	17,263	5,167	11,356	15,693	11,340	118,456
Fall 2019	14,947	27,373	8,980	10,181	18,466	6,353	13,476	16,968	13,487	130,231
2020 % of 2019	98%	92%	93%	91%	93%	81%	84%	92%	84%	91%

ENROLLMENT	City	East	Harbor	Mission	Pierce	Southwest	Trade	Valley	West	Total
Fall 2020	32,760	57,037	19,205	19,060	40,853	9,775	23,114	34,319	23,537	259,660
Fall 2019	34,200	64,254	22,754	21,733	45,692	13,609	29,207	38,638	28,763	298,850
2020 % of 2019	96%	89%	84%	88%	89%	72%	79%	89%	82%	87%

SECTION COUNT	City	East	Harbor	Mission	Pierce	Southwest	Trade	Valley	West	Total
Fall 2020	1,188	2,076	650	627	1,491	401	1,069	1,376	853	9,731
Fall 2019	1,293	2,276	715	687	1,628	506	1,208	1,446	915	10,674
2020 % of 2019	92%	91%	91%	91%	92%	79%	88%	95%	93%	91%

Enrollment divided by Section	City	East	Harbor	Mission	Pierce	Southwest	Trade	Valley	West	Total
Fall 2020	27.6	27.5	29.5	30.4	27.4	24.4	21.6	24.9	27.6	26.7
Fall 2019	26.5	28.2	31.8	31.6	28.1	26.9	24.2	26.7	31.4	28.0
2020 % of 2019	104%	97%	93%	96%	98%	91%	89%	93%	88%	95%

¹ Source: LACCD Student Information System, PS_CLASS_TBL, PS_STDNT_ENRL tables.

² Enrollment and Section count: Includes Credit PA, WSCH (if applicable), DSCH, Ind Study, and Work Exp. Excludes Non-Credit Adult Ed and Non-Credit Tutoring. 2019 Section count reflects the information as of the end of the term (instead of the relative day listed above).

³ Headcount, Enrollment and Section Count numbers for East exclude In-Service Training (IST) classes.

⁴ Headcount and Enrollment numbers exclude students with Waiting status and drops from waitlists.

⁵ Due to COVID-19, priority registration for Fall 2020 started approximately 6 weeks later comparing to Fall 2019, and open enrollment registration for Fall 2020 started approximately 5 weeks later comparing to open enrollment for Fall 2019. Priority registration for Fall 2020 started on 6/8/20, whereas it was 4/29/19 for Fall 2019. Open enrollment registration for Fall 2020 is 7/1/20, whereas it was 5/28/19 for Fall 2019. Also, Fall 2020 term start date is 8/31/20, and Fall 2019 term start date was 8/26/19.

Fall 2020 Student-Centered Funding Formula Metrics Report
 Tuesday, October 13, 2020

		FTES ⁵							EQUITY			Credit Standard Hours and FTEF ⁷					
		% of Max. FTES ³ ((a+b)/c)	Max. CREDIT FTES cap ⁴ (c)	Credit FTES (a)	Non-Cr Enhanced FTES ⁶	Non-Cr Reg FTES ⁶	Credit Special Admit K12 & Incarcerated FTES (b)	Total FTES	AB540	Promise Grant	Pell Grant	Regular Credit Stndrd Hrs	Hourly Credit Stndrd Hrs	Total Credit Stndrd Hrs	Regular Credit FTEF	Hourly Credit FTEF	Total Credit FTEF
City	2020	74.9%	5,512.49	3,891.01	0.00	0.00	236.81	4,127.82	556	7,746	2,838	1,878	2,108	3,986	127	141	268
	2019 ²	67.1%	6,258.89	3,927.20	435.47	49.77	272.99	4,685.43	637	8,594	4,266	1,991	2,158	4,149	134	145	279
	% of prev yr ¹		88.07%	99.08%	0.00%	0.00%	86.75%	88.10%	87.28%	90.13%	66.53%	94.34%	97.68%	96.08%	94.63%	97.31%	96.02%
East	2020	79.3%	9,320.88	7,112.15	0.12	0.58	283.81	7,396.66	806	13,610	5,019	3,362	4,171	7,533	228	277	505
	2019	88.3%	9,425.47	7,834.92	237.58	373.64	485.59	8,931.73	986	16,214	8,271	3,554	4,387	7,942	239	292	531
	% of prev yr		98.89%	90.78%	0.05%	0.15%	58.45%	82.81%	81.74%	83.94%	60.68%	94.59%	95.07%	94.85%	95.52%	94.89%	95.17%
Harbor	2020	77.4%	3,013.67	2,202.25	0.27	0.37	131.76	2,334.65	218	3,879	1,179	861	1,355	2,217	58	89	147
	2019	86.5%	3,151.26	2,614.48	22.41	20.11	112.23	2,769.22	269	4,790	2,224	999	1,424	2,423	67	94	161
	% of prev yr		95.63%	84.23%	1.20%	1.82%	117.41%	84.31%	81.04%	80.98%	53.01%	86.24%	95.14%	91.47%	86.98%	94.83%	91.58%
ITV	2020		0.00	0.00	0.00	0.00	0.00	0.00	0	0	0	0	0	0	0	0	0
	2019		0.00	0.00	0.00	0.00	0.00	0.00	0	0	0	0	0	0	0	0	0
	% of prev yr		0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Mission	2020	77.5%	3,046.92	2,189.27	0.00	0.00	171.27	2,360.54	322	4,335	1,322	843	1,402	2,245	55	95	150
	2019	89.0%	3,102.58	2,559.83	120.71	114.84	201.53	2,996.92	410	5,555	2,399	862	1,561	2,424	57	105	162
	% of prev yr		98.21%	85.52%	0.00%	0.00%	84.98%	78.77%	78.54%	78.04%	55.11%	97.73%	89.79%	92.61%	96.92%	90.19%	92.57%
Pierce	2020	82.9%	6,459.33	5,137.65	0.53	0.03	219.07	5,357.28	558	8,223	2,928	2,649	2,495	5,145	178	168	347
	2019	86.7%	6,895.56	5,784.05	5.59	193.54	196.68	6,179.86	671	10,252	5,412	2,741	2,673	5,414	184	181	365
	% of prev yr		93.67%	88.82%	9.51%	0.01%	111.38%	86.69%	83.16%	80.21%	54.10%	96.65%	93.35%	95.02%	96.82%	92.99%	94.92%
Southwest	2020	63.3%	1,916.02	1,112.30	7.55	0.00	101.40	1,221.25	151	2,871	934	695	799	1,494	46	54	100
	2019	72.8%	2,364.55	1,576.34	238.60	40.99	144.19	2,000.13	181	3,898	1,886	796	1,066	1,862	53	71	124
	% of prev yr		81.03%	70.56%	3.16%	0.00%	70.32%	61.06%	83.43%	73.65%	49.52%	87.22%	75.02%	80.24%	86.47%	75.98%	80.49%
Trade-Tech	2020	69.3%	5,181.07	3,477.96	0.00	0.00	114.13	3,592.09	494	5,851	2,052	2,415	2,309	4,723	134	134	268
	2019	79.6%	6,003.34	4,593.83	183.72	152.59	184.31	5,114.45	643	7,732	4,142	2,470	2,631	5,101	137	152	289
	% of prev yr		86.30%	75.71%	0.00%	0.00%	61.92%	70.23%	76.83%	75.67%	49.54%	97.74%	87.75%	92.59%	97.94%	87.92%	92.66%
Valley	2020	69.6%	6,096.26	4,039.13	2.71	0.00	202.38	4,244.21	634	8,079	2,904	1,975	2,574	4,549	131	174	305
	2019	78.1%	6,264.19	4,699.60	293.33	48.71	193.16	5,234.78	756	10,356	5,019	2,133	2,595	4,728	141	176	317
	% of prev yr		97.32%	85.95%	0.92%	0.00%	104.77%	81.08%	83.86%	78.01%	57.86%	92.58%	99.18%	96.20%	92.71%	99.01%	96.20%
West	2020	69.1%	4,080.00	2,676.95	10.59	0.52	141.10	2,829.17	311	5,591	1,317	1,180	2,088	3,268	79	136	215
	2019	74.6%	4,456.32	3,170.24	114.96	62.16	152.99	3,500.35	393	7,597	2,498	1,207	2,194	3,401	80	143	223
	% of prev yr		91.56%	84.44%	9.21%	0.84%	92.23%	80.83%	79.13%	73.59%	52.72%	97.75%	95.15%	96.07%	98.39%	94.72%	96.04%
District	2020	74.9%	44,626.64	31,838.68	21.76	1.49	1,601.74	33,463.67	4,050	60,185	20,493	15,858	19,300	35,158	1,036	1,268	2,304
	2019	80.8%	47,922.16	36,760.48	1,652.37	1,056.34	1,943.67	41,412.86	4,946	74,988	36,117	16,755	20,689	37,444	1,092	1,359	2,451
	% of prev yr		93.12%	86.61%	1.32%	0.14%	82.41%	80.81%	81.88%	80.26%	56.74%	94.65%	93.29%	93.90%	94.89%	93.28%	94.00%

¹% of prev yr = Fall 2020 percentage of Fall 2019.

²2019 numbers reflect the information as of the end of the term.

³% of Max. FTES = Credit FTES divided by Max. Credit FTES cap. Max. Credit FTES cap is calculated based on the enrollment capacity for scheduled credit classes only and standard hours for the courses.

⁴Max Credit FTES Cap excludes In-Service Training (IST) classes and includes Apprenticeship classes, except classes reported as RSI (ELECLNM classes for 2019-20).

⁵FTES information excludes In-Service Training (IST); Fall 2019 IST FTES = 1441.89. As of reporting year 2019-20, FTES also includes Apprenticeship classes, except classes reported as RSI (ELECLNM classes for AY 19-20), and Credit Special Admin includes credit only K12 and Incarcerated FTES.

⁶PA attendance hours reflect hours currently available in the system for both Credit and Non-Credit PA classes.

⁷Credit standard hours and FTEF exclude In-Service Training (IST) and Contract Ed classes.

Inter-Office Correspondence
Los Angeles Community Colleges

To: Joanne Waddell, Co-Chair
Monte Perez, Co-Chair
District Budget Committee

From: Chancellor Francisco C. Rodriguez



Date: October 12, 2020

RE: 2019-20 District Financial Accountability Measure Results

I have reviewed the Colleges 2019-20 unrestricted general fund operating results. The 2019-20 year was unforeseen and unprecedented due to the COVID 19 global pandemic, which caused lost revenues and increased costs to our nine colleges.

The colleges will continue to face these challenges in the 2020-21 year along with the uncertainty of the State Budget, the transition to the Student-Centered Funding Formula, and impact of the proposed Supplemental Retirement Program (SRP).

For these reasons, I recommend postponing the District Accountability Measure requirement of submitting an Action Plan and the formation of the Financial Intervention Team (FIT). In February 2021, college and district staff will meet to discuss 2nd Quarter 2020-21 projections. Based on the outcome of those projections, the accountability measure requirement of submitting and action plan and the FIT will be reassessed.

Thank you for your attention to this matter and your continued leadership

Cc: Jeanette Gordon

Los Angeles Community College District

2019-20 District Financial Accountability Results

	2019-20 Current Budget	2019-20 Deficit	Deficit Ratio
City	66,913,339	-	-
East	128,495,478	-	-
Harbor	38,266,223	(772,271)	-2.0%
Mission	39,406,291	(1,204,457)	-3.1%
Pierce	78,690,596	(1,472,985)	-1.9%
Southwest	32,171,180	(2,989,388)	-9.3%
Trade-Tech	69,083,664	-	-
Valley	73,492,047	-	-
West	48,267,745	-	-
TOTAL		(6,439,101)	

Any college ending the year with a deficit will be required to develop an action plan, developed through the established participatory governance process, as follows:

Less than .5%	Submit an action plan to the ECDBC and the DBC for approval.
Between .5% to 2%	Submit an action plan to a Financial Intervention Team (FIT*) which will visit the college and discuss options with college leaders. After meeting with the FIT, the college will present a final plan for approval by the ECDBC and DBC.
Over 2%	Submit an action plan to a Financial Intervention Team (FIT*) which will visit the college, discuss options with college leaders and make recommendations to that plan. The Chancellor will ensure the college implements the FIT plan. Alternatively, with approval of the Chancellor, the college may implement other structural changes that achieve the same fiscal results as the FIT recommendations.

*FIT team consists of one representative each of: CFO, College President, College Vice President, Staff Guild, Academic Senate, Teamsters Local 911 and Faculty Guild.



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



Committee Name: DISTRICT BUDGET COMMITTEE

For Academic Year: 2019-2020

Date of Self Evaluation: September 9, 2020

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	
Jul 2019	CANCELLED						CANCELLED
Aug 2019	08/14/2019	16 members 15 guests	X		X		<ol style="list-style-type: none"> 1. Review 2018-9 P2 Adjustments 2. Review 2018-19 Projected Ending Balances 3. 2019-20 Final Budget Development 4. STRS/PERS Rate Increase
Sep 2019	09/11/2019	17 members 18 guests	X		X		<ol style="list-style-type: none"> 1. 2019-20 Budget Supplemental Information 2. 2018-19 \$18m distribution 3. City College Debt Repayment Proposal 4. District Allocation Model Implementation 5. 2020-21 Proposed Budget Development Calendar
Oct 2019	CANCELLED						CANCELLED
Nov 2019	11/13/2019	18 members 16 guests	X		X		<ol style="list-style-type: none"> 1. 2019-20 First Quarter Financial 311Q Report 2. Self-Evaluation for FY 2018-19
Dec 2019	CANCELLED						CANCELLED
Jan 2020	1/29/2020	18 members 21 guests	X		X		<ol style="list-style-type: none"> 1. Discuss Enrollment & FON 2. 2020-2021 Governor's Budget 3. Faculty Guild Motion on College Debt Repayment
Feb 2020	Cancelled						CANCELLED
Mar 2020	03/11/2020	21 members 21 guests	X		X		<ol style="list-style-type: none"> 1. Review 2018-19 Recalc and 2019-20 P1 Update 2. 2019-20 2nd Quarter Financial Status by College 3. 2020-21 Proposed Preliminary Allocation 4. 2018-19 Self Evaluation
Apr 2020	04/15/2020	21 members 23 guests	X		X		<ol style="list-style-type: none"> 1. CARES Act 2. COVID-19 Expenses 3. 5 Year Fiscal Forecast 4. Ending Balance vs Reserves
May 2020	05/13/2020	23 members 19 guests	X		X		<ol style="list-style-type: none"> 1. 2019-20 Revenue Update & 3-year scenarios 2. Update District Accountability Measures & Debt Repayment Policy 3. Info Tech Restructure 4. Year End Balance Projection 3rd Qtr.311 Report 5. 2020-21 Proposed Tentative Budget
Jun 2020	06/10/2020	23 members 20 guests	X		X		<ol style="list-style-type: none"> 1. 2019-20 Year End Balance Projection 2. 2019-20 Covid-19 Expenditures 3. 2020-21 Budget Updates 4. 2020-21 Proposal DBC/ECDBC dates
Average Attendance		38.8					

Major Committee Accomplishments & Achievements in Past Year	<ol style="list-style-type: none"> 1. Successful transition of Committee operations in a remote environment. 2. Recommend the termination of the college debt repayment policy and update the District Accountability Measure.
Major Obstacles/Problems with Committee Function	<ol style="list-style-type: none"> 1. Inability of State Student Centered Funding Formula 2. Underfunding of the Community College system 3. Funding arrives late in the year which does not allow for planning for growth and student support.
Recommendations for Improving Committee Process/Efficiency	<ol style="list-style-type: none"> 1. Provide documents to the committee in a timely fashion.
Committee Goals (If Appropriate) for Coming Year	<ol style="list-style-type: none"> 1. Recommend Establishing Principles and Priorities to Manage Budget Cuts. 2. Explore avenues of long term growth in enrollment and budget.

Chair/Co-Chair Signature: _____

Chair/Co-Chair Name: _____

Dr. Monte Perez

Chair/Co-Chair Signature: _____

Chair/Co-Chair Name: _____

Joanne Waddell