**Budget Committee Minutes**  
**SSB 230 Conference Room**  
**Los Angeles Southwest College**

<table>
<thead>
<tr>
<th>Absent from meeting:</th>
<th>Ernest Young, Robert Sneed, Patrick Jefferson</th>
</tr>
</thead>
<tbody>
<tr>
<td>Guests:</td>
<td>Neil Mantena, Kang Kim, Adolfo Espinosa, Pamela Sanford</td>
</tr>
<tr>
<td>Date:</td>
<td>Tuesday, November 5, 2013</td>
</tr>
<tr>
<td>Time:</td>
<td>1:30 PM – 3:13 PM</td>
</tr>
<tr>
<td>Location:</td>
<td>SSB 230 conference room</td>
</tr>
<tr>
<td>Minutes submitted by:</td>
<td>Deborah Ward</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Agenda Topics (See Attached Agenda)**

1. Call to Order by
2. Approval of Agenda
3. Approval of Minutes 10/01/13 (with corrections )
4. Budget Update/corrective Action Plan  
   Attachments “What If” Options to solve the deficit
5. Adjournment

**Topic #4:**

**Budget Update/Corrective Action Plan**

Using What If options:

- Budget deficit for 2013-14 – Projected $2.8M
- Total Fixed cost: $26,038,797
- Total projected revenue: $23,499,077
- Fixed cost/total revenue = 111%
- Discussion as to who pays benefits college or district,
- Clarified that: College pays
- It was noted that the current debt of $1.1 deferred due to a “debt holiday” as college has interim president.
- If college maintains balanced budget for 3 consecutive years, while meeting FTES obligations, a request may be made for debts to be forgiven.
- Comparison to similar size campus by consultant:
  Compared resources and expenditures

**Attachment:**

- “What If” Option To Solve the Deficit

**Comparison by Activity Measures**

**Attachment:**
FTE Projections:
2013-14 Estimated total FTE: 5,155.98
Projected to meet growth
ceiling Limit: 2%
Discussion regarding fill rate of classes, 35-37 average size campus wide.

Proposed Actions:
Discussion taking information to BOT with support of unions and special groups to take these items into consideration regarding budget:

- Due to recent increase of salaries it makes the budget difficult to balance.
- LASC has large square footage for a small college and due to delayed construction the need to cancel and discontinue some classes resulted in loss of FTES for fiscal years 2011-2012.
- The increase funding for FTES for FY 2013-14 is due to Prop 30.
- Biggest issue is salaries and benefits (LASC has two more administrators than Mission) - must be addressed.
- Present Quality vs. Quantity.
- Board interested in accountability measures.
- Address Accreditation Standard 3 (due to depleted resources LASC would be unable to make budget or numbers).
- Parking lots: The need to allocate a portion of their funds to cover time and efforts for M&O to clear/clean parking areas.
- Reduce utility costs-Charge MCHS percentage of utilities.
- Reduce HVAC when building not in use.
- Add food services on campus.
- Campus wide survey regarding budget- ask for input (include explanatory links for meaning).
- Schedule small intimate meetings for those departments that cannot leave office for any length of time such as A/R.
- Staffing at critical limit: To cut again is unrealistic.
Other Actions Discussed
District charges for Assessment are currently high because benefits and retirement fees passed on to college. Investigate possibility of programs/grants that can charged a portion of Program 100 expense. Bring County Work Source Center to LASC. Make sure all constituent groups are aware of issues by giving presentations to individual groups below on the dates below:

- 11/05/13  Budget Committee
- 11/12/13  Academic Senate and ALL LASC Employees
- 11/26/13  Budget committee (Second Meeting)
- 12/02/13  College Council.

Adjourned: 3:13 P.M.

Next Meeting: November 26, 2013