



Budget Allocation Model Task Force Meeting Notes for March 25, 2021

Members In Attendance:

Adil Ahmed, Interim Vice Chancellor for Finance & Administration
Thomas Renbarger, Academic Senate President
Donald Moore, DAS President
Jennifer Shanoski, President PFT
Scott Barringer, Local 39 Representative
Stacey Shears, Vice President of Student Services, Berkeley City College
Derek Pinto, Vice President of Administrative Services, Laney College
Louie Martinez y McFarland, Classified Senate Appointee
Tina Vasconcellos, Vice President of Student Services, College of Alameda

Richard Ferreira, Executive Assistant, District Finance & Administration, (Notes)
Joan Davis-Pinkney, Staff Assistant, Finance & Administration (Notes)

Members Absent:

Jasmine Martinez, Classified Senate Representative, BCC
David M. Johnson, President, Merritt College
Richard Thoele, Classified, President Local 1021
Tami Taylor, Interim Budget Director, Finance & Administration

Guests:

C.M. Brahmhatt, Consultant, Cambridge West Partnership
Dr. Nathaniel Jones III, President, College of Alameda
Marla Williams-Powell, Acting Executive Fiscal Director

I. Agenda Items

Call to order 1:36 pm

1. Review of the Agenda for March 25, 2021

Agenda approved from the previous meeting with no changes.

2. Approval of Notes from March 11, 2021

Notes approved from the previous meeting with no changes.

It was noted how information and supporting documentations are currently being distributed. The meeting agendas and notes are available on the BAM website: <https://web.peralta.edu/pbi/planning-and-budget-committee/budget-allocation-model-task-force/agendas-and-notes/>

C.M. Brahmbhatt offered to give a 25 to 30-minute presentation to all of the colleges from time to time at the end of the semester if requested to go over the issues and numbers which were discussed in the BAM meetings.

3. Membership change, Louie Martirez y McFarland, Classified Senate Appointee

Louie Martirez y McFarland was welcomed as the new classified senate appointee.

4. Presentations from C.M. Brahmbhatt

District Office-Central Services Budget for the last 5 years, 2016-2021

The presentation showed the following data:

2016/17 Audited Actuals	2017-18 Audited Actuals	2018/19 Audited Actuals	2019/20 Unaudited Actuals	2020/21 Adopted Actuals	
Academic Admin	1,882,555	1,098,159	1,065,836	1,072,100	1,106,346
Other Faculty	589,870	435,089	720,674	620,118	650,563
Part Time Academic	424,430	244,373	287,044	343,975	207,418
Classified Salary	11,407,592	12,346,514	12,150,106	10,755,413	14,560,731
Fringe Benefits	30,629,357	17,591,635	21,328,995	14,086,064	10,142,941
Books, Supplies, Services	12,901,566	10,037,276	5,194,685	14,294,765	16,051,428
Equipment Cap Outlay	198,574	101,313	161,118	206,778	156,549
Debt Service	5,550,440	9,595,287	4,899,297	-	2,046,604
Transfer Other	75,642	89,901	3,156,558	2,200,000	1,850,000
Transfers					
Reserve for Contingency			1,007,803		
Expense Total	63,660,026	51,539,547	48,964,313	43,579,213	47,780,383

It was noted that information would be provided once the details are available with regards to knowing what services are being provided at the district level and if there are any duplication in services. This document will be shared with the BAM.

It was noted that there is currently a request to find out how many dollars are being saved due to vacant positions. When this information is provided it will be shared with the BAM.

As more information is collected with the data about the district office and the shared services it will be shared with the BAM.

It was noted that there are certain items which should be discussed as a team such as any type of duplication with the colleges and the district, for example admission and records and financial aid at both levels. There will be a discussion on these items at a later time.

C.M. Brahmbhatt presented information for the years 2018-19 and 2020-21.

It was noted that the information presented were budgeted numbers for the years 2018-19 and 2020-21, the dollar amounts did not have a significant increase.

The information presented showed the district office for the following categories.

Category	2018-19	2020-21
Chancellor's Office	1,584,726	2,437,014
Board of Trustees	465,956	677,703
General Counsel	367,482	377,544
Information Technology (DP)	1,243,855	1,003,421
Public Information	119,803	117,861
International Education Program	291,333	312,196
Employee Relations	225,391	226,084
Human Resources	476,758	561,209
Financial Services	955,561	1,347,175
General Services	891,804	1,237,953
Purchasing Division	260,577	323,807
Risk Management	636,799	-
Institutional Planning and Research	349,292	
Total	7,869,337	8,621,967

The biggest increase was within the Chancellors office. It was noted that for settlements these items will now be listed under HR from now on. In the past the settlements were listed everywhere not only in HR. This information will be helpful to now if there's an increase or decrease in settlements. If the settlement amounts are needed VC Ahmed will run this report if it is requested.

C.M. Brahmhatt presented information on the Centralized Services Budget for the following categories.

Category	2018-19	2020-21
General Counsel	367,481	377,544
Information Technology	4,975,419	4,013,683
Public Information	1,078,229	1,060,752
Risk Management		668,365
Workforce Development/Grants	268,592	262,068
Academic Affairs Ed Svcs	2,412,717	2,681,581
Admissions and Records	779,089	629,749
Academic Affairs Student Svcs	483,557	667,104
International Education Program	1,165,332	1,248,787
Institutional Dev and Research		1,232,784
Employee Relations	901,563	904,335
Human Resources	1,907,032	2,244,836
Financial Services	3,822,245	5,388,698
General Services	3,567,215	4,951,813
Facilities Operations	4,446,208	5,921,404
Purchasing Division	1,042,308	1,295,228
Financial Aid	534,740	151,647
Fringe Benefits		10,000
Police Academy	125,000	
-Bad Debts	1,050,000	
Total	28,926,727	33,710,378

It was notated that some of the line items were actually non reoccurring such as the police academy which was last Held Harmless in 2018-2019. This information is important and clarity is needed to know what was charged and what should be charged as a centralized service.

It was noted that it is important to differentiate the line items. This will help with being able to determine if more or less services are needed to support the colleges. As with the district office those services are more stagnant than on a college level which varies depending on several different factors. It was suggested that this information should be looked at every year if not every two to three years.

It was noted that the supplemental information and student success data will be presented once the data is available. It was requested that the data be broken down on an individual college level.

At the next meeting the data for 2019-2020 supplemental allocation by college and student success allocation by the colleges, and the centralized services of the division on what exactly is being provided.

It was requested that PCCD numbers are plugged into the different models presented for comparison at one of the upcoming meetings.

II. Next Meeting(s)

April 8, 2021 at 1:30 pm

April 22, 2021 at 1:30 pm

III. Adjournment at 2:59 pm