Committee on Budget and Resource Allocations
Minutes of the Meeting of March 12, 2004

Members Present:
Dana Edwards, Karina Garbesi, Armando Gonzales, Bill Langan (Chair), Eleanor Levine, José A. López, Nancy Mangold, Saied Motavalli, Don Sawyer

Members Absent:
Kris Erway, Don Wort

Guests:
John Charles, Staley Clark, Bill Dinehart, Sonjia Redmond, Norma Rees, Alden Reimonenq, David Travis

Meeting convened 9:05 am.

Agenda approved.

Minutes unavailable for meeting of March 5, 2004.

Chair's report.
Langan: COBRA has been charged by the Executive Committee to report on the budget process and makes suggestions on possible changes that could facilitate faculty input to budgetary decision-making. Deadline for material going to the senate this academic year is May 14. That means we would need to finalize our thoughts at our May 7th meeting. Our remaining meetings include three scheduled for April, two for May, one for June.) •After the April 2nd BAC meeting, we will start discussion on how to proceed

Rees/Metz: Budget Advisory Committee Meeting. Will be on April 2 at 8:00am.

Langan: Whom else do we need to invite?
Group: We will come with ideas on this for the April 2nd meeting. Today we finish talking with the last of the VPs (Redmond). Langan will work on scheduling a presentation for Extended Education. After reviewing Balone’s and Metz’ supplementary materials (Balone’s was sent to Langan and will be circulated by e-mail, Metz’ is yet to be provided) we might have a better idea of whom we need to invite.

Langan: How will we proceed to review, evaluate, and make proposals based on the information we have received?
Rees: Each VP will make a presentation to the Budget Advisory Committee in a meeting in MAY prioritizing the 15% cuts at BAC. BAC members will get the VP’s proposals in writing in advance of the meeting. BAC will reconvene at a later meeting to make final recommendations to the president.

Rees: At this point it looks like our general fund budget reduction will be 8.4%, but these numbers are still uncertain. The chancellor believes we will be cut by more than the governor’s preliminary budget, but not by much more. Fee increase recommendations will not go to the Board until May. The 8.4% reflects the proposed fee increases. If we do not meet the target we will cut further. This year’s likely midyear cut will probably be made a permanent, in which case next year’s cut would be based on a lower base. •There is a rumor circulating that Cal
State Hayward and Dominquez Hills will be closed. Legislator’s analysis did not take into account $80M cut last year. So she is essentially assuming that we have plenty of money.

Mangold: Would be useful to put the rumor to rest in the President’s upcoming mass-mail because faculty are becoming concerned.

Garbesi: Because the rumor could be damaging to enrollment, which we cannot afford, it would be worth the risk of posting information on ‘Budget Rumors’ on the web.

**Presentation of Student Affairs Budget, Sonja Redmond**

Handout: CSUH Student Affairs: A Budgetary and Programmatic Briefing for COBRA

Redmond: Estimating the upcoming cuts at 10%, SA’s general fund budget would be down 25% in a few years. SA’s mission: excellence in providing services to students in support of our academic mission. She promotes leadership in her staff and student workers. Social justice is a guiding principle of budgeting. They endeavor to achieve their goals through close collaboration with other units on campus. They are monitoring their performance with the goal of continuous improvement. •General comments: In 4 years SA has lost 4 associate directors. Several managers (3) are serving dual roles, which at another campuses are handled separately. (The 6 positions shown in red on the organizational chart are filled by three people.) The staff is seriously stressed and getting burned out.

•University Advisement Center does all of the GE advising and advising for students who have not declared their majors. All of that is handled by only four people. •EOP used to have 7 councilors, now they have 4, who tutor about 700 low-income first time college students. • The Career Development Center does job counseling and much more (e.g., workshops on teaching etiquette so that students know how to behave in interviews). •Counseling relies heavily on students to peer council. •The Student Disability Resource Center ($600k) provides legally mandated services. •Public Safety constitutes $1M of SA’s $3M budget. Parking pays the rest of Public Safety’s budget, about $0.6M. Public Safety is costly because it necessitates 24x7 operation on two campuses. •The percentage of the campus’s general fund budget allocated to SA has declined.

•Parking has two sources of funds (fines and parking fees (long-term passes and daily passes and meters)).

Metz: In response to a question about raising parking fees: We cannot increase fees to any bargaining unit employees, including parking fees, without returning to bargaining. •Parking is paying for itself right now and alternative transportation.

**Presentation on Information and Computing Services, John Charles**

Handouts:

?? Information and Computing Services 2004

?? Untitled (breakdown of budget among units within ICS)

?? CSUH FY2002/03 Costs ($000) for Information Technology Systems and Services

?? Technology use (and costs) continue to accelerate upward:...

?? Cuts in IT Services and Support (Fall 2002 – Present)

Charles: Starting to proceed through the organizational chart... Server and Network Operations manages the campus computer network. We no longer have 24 hour a day service. Now operating 21 hours, must waits for repairs if failures occur.

Lopez: Are any adjustments made for peak periods of registration and enrollment (i.e., more hours during high use periods)?
Charles: No, different units supported by IT have peaks at different times resulting in fairly continuous demand. ICS occasionally uses overtime of existing staff to cover crises.

Charles: Information Systems and MATS both show vacancies, some of which are covered, as indicated by outside consultants. Student hours are likely to be the first to go. ICS can only staff the Help Desk 35 hours per week, and that itself is achieved by borrowing IT staff from other units. The national average is 75 hours a week. • The University Technology Projects Office does not have adequate staff itself to implement projects; it borrows from all the campus. • CSUH FY2002/03 Costs ($000) for Information Technology Systems and Services is for total university wide IT costs, including spending in the colleges (‘distributed’). • Trends and Comparisons ($000) shows changes from 96/97 to 02/03. • There have been huge increases in the use of technology, including Blackboard, network usage, and help desk usage. In addition, security attacks have greatly increased. Thus, ICS is coping both with budget cuts while it is managing huge increases in demand and increases in other costs beyond their control (security attacks, secure ID’s, etc.). Charles point out the list of recently reduced ICS services, which include stopping the student printing subsidy.

Clark: Actually student printing and copying costs are continuing to be subsidized in other ways by Academic Affairs.

Charles: In ICS 14 positions are now vacant and it is facing large further cuts. Current cuts are increasing the risks of the network going down. Charles has been pushing for a system-wide technology fee, as the chancellor did not let us impose a campus based fee.

Rees: The chancellor will not entertain any new fees right now.

Sawyer: How subject is ICS subject to contractual obligations to staff in terms of cuts.

Charles: Very subject. That could become a problem as a result of discontinuing Distance Learning. That could may mean layoffs, which itself requires an extensive process.

New Business:

None.

Next meeting:

Budget Advisory Committee meeting at 8:00 am April 2, 2004. That will take about an hour and it will be followed by COBRA discussion on how to proceed with the evaluation and recommendations that we owe the Academic Senate and the President.

Meeting adjourned: 11:30 am.

Respectfully submitted,
Karina Garbesi, Secretary