



## PGC Budget Committee Meeting

February 25, 2025 1:30 PM – 3:30 PM

### MINUTES

**Member of Budget Committee:** Petrina Pledger (S), Nicole Wanawijaya (S), Susana Atwood (F), Jessica Buchsbaum (F), Lillian Marrujo-Duck (F), Maria Salazar- Colon (C), James R. Hall (C), Michael Snider (C), Adil Ahmed (A), Erin Denney (A) , Yulian Ligioso (Chair)

**Alternates:** John Halpin (A), Doug Orr (F), Joe Reyes (F), Vaishali Jogi (C), Roxana Vargas-Greenan (C) David Delgado (C)

#### Meeting Called to Order at 1:30PM

No.	Item	Discussion/Outcome
1.	<b>MEETING OPENING</b> <ul style="list-style-type: none"> <li>• Roll Call</li> </ul>	<p><b>Members Present:</b> Petrina Pledger, Nicole Wanawijaya ,Susan Atwood, Jessica Buchsbaum, Lillian Marrujo-Duck, Maria Salazar-Colon, Michael Snider, James R. Hall, Michael Snider, Adil Ahmed, Erin Denney, Yulian Ligioso.</p> <p><b>Alternates Present:</b> John Halpin, Vaishali Jogi</p> <p><b>Members Absent:</b> Maria Salazar-Colon , Jenny Thach, Roxana Vargas-Greenan, David Delgado</p>
2.	<b>APPROVAL OF AGENDA</b> <ul style="list-style-type: none"> <li>• Review and Acceptance of Agenda</li> </ul>	Moved by committee member Buchsbaum. Seconded by committee member Marrujo-Duck. Motion approved.
3.	<b>APPROVAL OF MINUTES</b> <ul style="list-style-type: none"> <li>• January 28, 2025</li> </ul>	Chair Ligioso asked for a motion for the January 28, 2025 Minutes. Moved by committee member Buchsbaum. Seconded by committee member Denney. Motion approved.
4.	<b>PUBLIC COMMENT</b>	None at this time.
5	<b>REPORTS FROM CONSTITUENT GROUPS</b>	<ul style="list-style-type: none"> <li>• Associated Students – None at this time</li> <li>• Academic Senate- Committee Buchsbaum did not have a report but she wanted to share that Academic Senate wrote a draft resolution to coordinate a tracker for resource requests &amp; allocations in program review. She explained the main goals of program review is to integrate program review and prioritization results into institutional planning and resource allocation processes. She hopes that the Program Review Resource Request</li> </ul>

		<p>Tracker would be integrated into the college’s budgeting and planning calendar. She suggested to review the item on the Academic Senate website, and would provide the link.</p> <ul style="list-style-type: none"> <li>• Admin Association – None at this time</li> <li>• AFT- None at this time</li> <li>• Classified Senate – None at this time</li> <li>• SEIU – None at this time</li> </ul>
6.	<p><b>Previous Items for Discussions/Action</b></p> <ul style="list-style-type: none"> <li>• Annual Audit Report FY 23-24</li> </ul>	<p>Chair Ligioso provided an update regarding the Annual Audit Report. He highlighted the report of Auditor’s financial Statements. Which consists of the auditor’s opinion and the basis for the opinion. He continued to review the schedule of audit findings and recommendations, and concluded with the summary schedule of prior audit findings.</p>
7.	<p><b>ITEMS FOR DISCUSSION/ACTION</b></p> <ul style="list-style-type: none"> <li>• Strategic Enrollment Plan</li> <li>• Adult Education Block Grants &amp; Program Review Process</li> </ul>	<p>VCAIA Yee provided an overview of the Strategic Enrollment Plan. He highlighted the work groups which review guidelines to build initiatives and move forward with overall goals. He explained that on the Strategic Enrollment webpage it would provide an outline and then detail of the focuses and activities that that would highlight the enrollment management goals, key populations and existing strategies.</p> <p>Discussion occurred about the details of the funding opportunities and how they are connected with the data. Chair Ligioso explained how the initiatives would be built in the budget. VCAIA Yee explained that crossing the two committee’s (Enrollment Management /Budget) would be able to coordinate better planning moving forward to the District goals. Further discussion occurred about dual enrollment concerns and how the data would help the District’s budget. VCAIA Yee explained that by having the Enrollment Management Committee joining the Budget Committee to collaborate data to bring back for discussion and brainstorming. Chair Ligioso also explained that by joining both committees, would allow to explain growth in areas and how flexibility would materialize how to move forward with the data.</p> <p>Committee member Atwood provided insight about restoration authority. She provided an explanation upon what restoration authority is and expressed her concerns about funding FTES/FTEF for FY 25-26. She continued to discuss her concerns about lobbying in Sacramento and expressed her concerns about student headcount and hopes that enrollment will improve.</p> <p>Chair Ligioso elaborated on restoration authority to the committee and explained FTES in growth in restoration. Further discussion occurred about how the harm harmless gap is so large that there needs to be other resources besides enrollment. He stated that our Trustees have already started to advocate local state legislators to figure out avenues to move forward.</p>

		<p>Discussion occurred about instructional budgets 25/26 and when academic modifications would be made to the budget. VCAIA Yee explained that the District is still brainstorming ideas and the intent is to squeeze more to build more in the budget. Chair Ligioso explained that he would like to create a working model of estimated of FTES/FTEF and overload and work with Office of Instruction and VCAIA Yee to review the data to see how to move forward and then bring the data back to the share with Budget and enrollment committees respectively.</p> <p>Stephanie Chernard and Kristin Charles gave an overview upon the California Adult Education Program (CAEP) which consists of the following: 7 program areas of CAEP (allowable activities), Allocation &amp; Carry Over, Why carry over happens and uses, 24-25 CCSF AEP budget by activity, College use of CAEP Funding triangle, Program Review Program requests funded for FY 24-25, Next 3 year Plan Development Process, and concluded with next 3 yr. plan development timeline. Chair Ligioso thanked Stephanie and Kristin for their presentation and sharing the information with the committee. He would like to work with the Budget Committee to figure the collaborative next steps and how the information can be utilized.</p> <p>Discussion occurred about seeing categorical combined with U funds as part of the budget. Chair Ligioso expressed enthusiasm how to move forward with spending plan using categorical and U funds.</p>
8	Upcoming Enrollment Management Joint meeting (March 20, 2025) follow up discussion	Discussion occurred about the upcoming Enrollment Management Joint meeting. VCAIA Yee stated that he would have his office send out a link to the Budget Committee to attend the upcoming Enrollment Management meeting on March 20, 2025.
9.	Future items for Discussion for upcoming meeting:	<p>Discussion occurred regarding the following items which should be considered for upcoming meetings :</p> <ul style="list-style-type: none"> <li>• Additional Discussion on restoration and growth authority.</li> <li>• Schedule development &amp; underlying expenses</li> <li>• Reconciling the District’s estimate of schedule development to the details</li> <li>• Modify Budget Development Calendar to include Enrollment Management schedules.</li> </ul>
10.	Adjournment	Meeting adjourned at 3:05PM.