

REDWOODS COMMUNITY COLLEGE DISTRICT

*Committed to maximizing the success of each student
Committed to enriching the economic vitality of the community
—CR Mission Statement*

SPECIAL MEETING OF THE BOARD OF TRUSTEES

College of the Redwoods, Mendocino Room 112/114
1211 Del Mar Drive, Fort Bragg, CA 95437

A G E N D A

**Sunday, September 13, 2009
10:00 a.m.**

Board of Trustees

George Truett, President

Bruce Emad, Vice President

Dr. Colleen Mullery, Clerk

Rick Bennett, Sally Biggin, Tracy Coppini

Richard Dorn, Tom Ross, Will Smith

Karen Rio, Student Representative

Dr. Jeff Marsee, President/Superintendent, Secretary to the Board

The Board of Trustees welcomes you to its meetings. Most regular meetings are scheduled on the first Tuesday of each month. For the most current information, please check this year's meeting calendar, agendas, and supporting documents at www.redwoods.edu/district/board/. You can call (707) 476-4170 to arrange for agendas or agenda packets to be mailed to you.

IT IS EASY TO MAKE A PUBLIC COMMENT Comments are usually limited to no more than three minutes. If you intend to submit a document at the meeting, please bring a minimum of 15 copies for distribution, if possible.

Beginning with agenda item 2, your public comments are invited during this special meeting after any staff report on the item and trustee questions regarding the staff report and before the start of board discussion of the item.

The Speaker's Request Card contains additional board guidelines for those who want to comment. Also see board policies BP 2345, BP 2350, and BP 2355 and Administrative Procedure AP 2345 at www.redwoods.edu/district/board/new/chapter2/index.asp or contact the President's Office at (707) 476-4170.

***10:00 a.m. OPEN SESSION** Call to Order, Mendocino Education Center Room 112/114, 1211 Del Mar Drive, Fort Bragg, CA 95437

*After convening the meeting, all times are approximate.

1. DISCLOSURE OF ITEMS TO BE DISCUSSED IN CLOSED SESSION

The Board of Trustees of the Redwoods Community College District will meet in closed session to consider the items listed under agenda item number 3, “Closed Session.”

2. PUBLIC COMMENT REGARDING ANY CLOSED-SESSION ITEM

10:05 a.m. **3. CLOSED SESSION**

With respect to every item of business to be discussed in closed session, pursuant to Government Code Section 54957:

- 3.1** Public Employee Performance Evaluation/Goals
- 3.2.1** President/Superintendent

11:45 a.m. **4. RECONVENE TO OPEN SESSION**

5. REPORT FROM CLOSED SESSION

12:00 p.m. *Lunch*

Flag Salute

1:00 p.m. **6. Mendocino Multi-Year Trends *Page 5***
Ron Cox, Administrative Services

1:30 p.m. **7. Preliminary Program Assessment**
Geisce Ly, Dean, Mendocino Coast Education Center

2:00 p.m. **8. Marine Science and Technology Program Report**
Greg Grantham, Professor MST and
Paul DeMark, Communications and Marketing

2:15 p.m. **9. Mendocino Overview**
Marjorie Carson, Vice President, Academic Services

2:30 p.m. *Recess*

- 2:45 p.m. **10. 2009-10 Budget Workshop**
Jeff Marsee, President/Superintendent
Ruth Bettenhausen, Vice President, Administrative Services
- 4:15 p.m. **11. Recess**
- 4:30 p.m. **12. Board Committee Reports**
The Audit Committee is the only standing committee of the board
(*Trustees Emad/Chair, Biggin, Coppini, Ross*).
Any member of the current board ad hoc committees may make a brief
report.
- 12.1 Board Development/Education**
 Trustees Smith and Dorn
- 12.2 Board Policy Committee**
 Trustees Truett, Mullery, Biggin
- 4:50 p.m. **13. Board Requests An Update**
Jeff Marsee
- 5:00 p.m. **14. RECONVENE TO CLOSED SESSION IF NECESSARY**
- 14.1 Reconvene to Open Session**
- 14.2 Report from Closed Session**
- 5:15 p.m. **15. ADJOURNMENT**

NEXT MEETING
September 14, 2009, 9:00 a.m.
College of the Redwoods, Mendocino Coast (Room 112/114)
1211 Del Mar Drive, Fort Bragg, CA 95437

Public Notice—Nondiscrimination:

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REDWOODS COMMUNITY COLLEGE DISTRICT
 FINAL BUDGET - UNRESTRICTED GENERAL FUND
 (Not Including Special and One-time Revenues and Expenditures in Fund 15)
 FISCAL YEAR 2009-10

	<u>District Total</u>	<u>Eureka</u>	<u>Hwy 101 Corridor</u>	<u>Klamath- Trinity</u>	<u>Del Norte Ed Center</u>	<u>Mendocino Ed Center</u>	<u>General</u>
Resources							
SB 361	\$ 27,538,286	\$ 16,756,975	\$ 1,647,904	\$ 461,048	\$ 2,442,184	\$ 1,524,653	\$ 4,705,522
Non-resident Tuition	1,048,082	786,365	94,920	4,746	66,444	95,607	0
All Other Sources	<u>2,054,056</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>2,054,056</u>
Total Resources	30,640,424	17,543,340	1,742,824	465,794	2,508,628	1,620,260	6,759,578
Expenditures (except Discretionary)							
Instructional Component							
Teaching Faculty Salaries	6,375,645	5,080,608	0	0	825,039	469,998	0
Adjunct Faculty Salaries	<u>3,877,285</u>	<u>1,936,709</u>	<u>778,184</u>	<u>237,688</u>	<u>420,024</u>	<u>504,680</u>	<u>0</u>
Subtotal Instructional Component Expenditures	10,252,930	7,017,317	778,184	237,688	1,245,063	974,678	0
Mandatory (Institution-wide)							
Other Faculty and Staff Salaries	8,767,493	4,516,359	156,267	0	540,758	574,398	2,979,711
Employee Benefits	5,612,249	3,295,965	134,952	23,798	469,524	415,190	1,272,820
Other Mandatory Expenditures	<u>4,051,274</u>	<u>1,478,164</u>	<u>198,389</u>	<u>157,618</u>	<u>144,869</u>	<u>135,930</u>	<u>1,936,304</u>
Subtotal Mandatory Expenditures	<u>18,431,016</u>	<u>9,290,488</u>	<u>489,608</u>	<u>181,416</u>	<u>1,155,151</u>	<u>1,125,518</u>	<u>6,188,835</u>
Total Expenditures	<u>28,683,946</u>	<u>16,307,805</u>	<u>1,267,792</u>	<u>419,104</u>	<u>2,400,214</u>	<u>2,100,196</u>	<u>6,188,835</u>
Available for Discretionary Expenditures	<u>\$ 1,956,478</u>	<u>\$ 1,235,535</u>	<u>\$ 475,032</u>	<u>\$ 46,690</u>	<u>\$ 108,414</u>	<u>\$ (479,936)</u>	<u>\$ 570,743</u>
Discretionary Expenditures	<u>\$ 1,947,328</u>	<u>\$ 1,127,552</u>	<u>\$ 19,057</u>	<u>\$</u>	<u>\$ 127,710</u>	<u>\$ 77,775</u>	<u>\$ 595,234</u>
Net	9,150	107,983	455,975	46,690	(19,296)	(557,711)	(24,491)
Beginning Balance	3,026,414	0	0	0	0	0	3,026,414
Net Transfers to Other Funds	<u>(1,481,354)</u>						<u>(1,481,354)</u>
Ending Balance	<u>\$ 1,554,210</u>	<u>\$ 107,983</u>	<u>\$ 455,975</u>	<u>\$ 46,690</u>	<u>\$ (19,296)</u>	<u>\$ (557,711)</u>	<u>\$ 1,520,569</u>

REDWOODS COMMUNITY COLLEGE DISTRICT
 FINAL BUDGET - UNRESTRICTED GENERAL FUND
 (Not Including Special and One-time Revenues and Expenditures in Fund 15)
 FISCAL YEAR 2009-10

	<u>District Total</u>	<u>Eureka</u>	<u>Hwy 101 Corridor</u>	<u>Klamath- Trinity</u>	<u>Del Norte Ed Center</u>	<u>Mendocino Ed Center</u>	<u>General</u>
BUDGET ASSUMPTIONS							
Full-time Equivalent Students							
Targets for 2009-10							
Resident	6,210	4,577	505	138	615	375	
Non-resident	245	183	20	1	14	27	
Oregon Exchange	20	20	0	0	0	0	
Total FTES	6,475	4,780	525	139	629	402	
State Funded FTES (resident FTES)							
2008-09 Funded (Second Period Est)	5,214	3,827	376	105	558	348	
Less Budget Act Reduction	(211)	(155)	(15)	(4)	(23)	(14)	
Net State Funded FTES	5,003	3,672	361	101	535	334	
Section Assumptions							
<i>FY09 Sections</i>	1,977	1,263	205	63	219	227	
<i>FY09 FTES per Section</i>	2.8	3.2	1.9	1.7	2.6	1.7	
Total FTES	6,475	4,780	525	139	629	402	
Average FTES per Section	3.2	3.7	2.2	1.9	3.0	1.9	
Total Sections	2,023	1,289	239	73	210	212	
Full-time Faculty Sections	890	752	0	0	81	57	
Part-time Faculty Sections	1,133	537	239	73	129	155	
Part-time Faculty Costs Per Section							
Salaries	\$3,256						
Benefits	\$326						
Salary and Benefit Costs	\$3,582						
AJ 80 Classified Salaries	\$188,237						

REDWOODS COMMUNITY COLLEGE DISTRICT
CRMC REVENUES & EXPENDITURES

	2002-03	2003-04	2004-05	2005-06	2006-07	2007-08	Preliminary 2008-09
REVENUES							
State General Apportionment*	1,460,428	1,397,594	1,409,000	1,243,836	1,351,150	1,468,786	1,599,893
Non-resident Tuition	88,548	57,456	57,348	106,232	87,224	88,452	96,078
Self-supporting programs and Other	31,562	120,300	81,766	85,761	95,588	62,954	96,197
Total Revenues	1,580,538	1,575,350	1,548,114	1,435,829	1,533,962	1,620,192	1,792,168
EXPENDITURES**							
Academic Salaries	1,056,451	922,728	957,889	944,841	953,851	988,100	1,101,600
Other Salaries	391,520	388,667	430,048	475,818	449,426	451,395	464,936
Benefits	401,845	420,057	448,539	473,260	425,720	416,786	461,772
Supplies	33,458	35,387	40,401	31,148	32,441	36,242	29,970
Other Operating Expenses	131,588	111,985	112,272	124,421	115,992	146,468	149,490
Capital Outlay	51,947	13,414	35,159	39,053	18,113	652	3,466
Other Outgo	0	0	0	0	0	0	0
Total Expenditures	2,066,809	1,892,238	2,024,308	2,088,541	1,995,543	2,039,643	2,211,234
Net Revenues (Expenditures)	(486,271)	(316,888)	(476,194)	(652,712)	(461,581)	(419,451)	(419,066)

FUNDING UNITS & RATES

Full-time Equivalent Students

Residents	499.7	466.8	414.9	356.4	309.4	326.8	351.9
Non-residents	37.6	22.8	21.6	38.7	27.3	27.3	26.8
Total FTES	537.3	489.6	436.5	395.1	336.7	354.1	378.7

Full-time Equivalent Classroom Faculty

Full-time	8.1	8.2	7.7	7.8	6.6	6.7	6.2
Part-time	12.0	10.7	11.0	8.5	8.6	7.7	9.8
Total Classroom Faculty FTE	20.1	18.9	18.7	16.3	15.2	14.4	16.0

REDWOODS COMMUNITY COLLEGE DISTRICT
CRMC REVENUES & EXPENDITURES

	2002-03	2003-04	2004-05	2005-06	2006-07	2007-08	Preliminary 2008-09
Funding Rates							
State Funding Formula*							
State COLA	2.0000%	0.0000%	2.4100%	4.2300%	5.9200%	4.5300%	0.0000%
Per FTES Rates	\$2,940.00	\$3,026.00	\$3,396.00	\$3,490.00	\$4,367.00	\$4,564.91	\$4,564.91
Augmentation Rates	0.0000%	0.0000%	0.0000%	0.0000%	0.0000%	0.0000%	1.0963%
Deficit Rates	0.5915%	1.0579%	0.0000%	0.0000%	0.0000%	1.5435%	1.4846%
Non-resident Rates							
Units per FTES	15.0	15.0	15.0	15.0	15.0	15.0	15.0
Unit Rate	\$157	\$168	\$177	\$183	\$213	\$216	\$239

*The SB 361 state funding formula was used for the first time in 2006-07. State allocations were calculated using a different model before that year.

**These expenditures represent amounts spent under the authority of the local administrator. In addition, workload and costs are incurred by other administrators in support of the facilities, technology needs, equipment, and other activities for this site. These additional costs are not generally coded separately and are not included in expenditures.

*Redwoods Community College District
 Analysis of Student Units and Faculty FTE by Subject
 Fiscal Year 2002-03 and 2008-09*

<u>Subjects Offered</u>	<u>District</u>		<u>CRMC</u>	
	<u>FY03</u>	<u>FY09</u>	<u>FY03</u>	<u>FY09</u>
<i>Subjects in 2002-03 Only</i>	6		8	
<i>Subjects in Common</i>	61	61	29	29
<i>Subjects in 2008-09 Only</i>		5		5
<i>Total Subjects Offered</i>	<u>67</u>	<u>66</u>	<u>37</u>	<u>34</u>

Classroom Faculty FTE

<i>Full-time Faculty FTE</i>	90	75	8	6
<i>Part-time Faculty FTE</i>	117	128	13	10
<i>Total Classroom Faculty FTE</i>	<u>207</u>	<u>203</u>	<u>21</u>	<u>16</u>

Units Attempted

<i>Total Units Attempted</i>	130,171	124,218	10,762	7,363
<i>Highest Units</i>	15,668	16,259	1,765	1,080
<i>Lowest Units</i>	39	33	3	8
<i>Average Units per Subject</i>	1,943	1,882	291	217
<i>Average Units per FTE Faculty</i>	629	612	512	460

Analysis Questions

- > *In how many subjects do we offer classes?*
- > *Have subjects offered changed over time?*
- > *Have student enrollments changed?*
- > *How have faculty loads changed?*
- > *Any FT verses PT faculty changes?*
- > *Are Class Offerings Changing Student Enrollments?*

OR

- > *Are Student Enrollments Changing Class*