

## Budget Advisory Committee 2025-26 Year End Summary

The Budget Advisory Committee (BAC) began its seventh year, again meeting via Zoom. The BAC had the first meeting for the 2025-26 academic year on August 29, 2025, welcoming back its returning members.

During the 2025-26 year the BAC focused on completing the Annual Budget Outlook Statement, which includes goals for the 2026-27 budget cycle, as well as finalizing the Budget Priority Recommendations form which includes budget priority recommendations for 2026-27. The committee finalized and reviewed its major documents between August 2025 and April 2026.

This year the BAC engaged in extensive discussions with Institutional Research and district partners focused on the continued development of the data warehouse and SCFF validation processes to improve the accuracy, consistency, and usability of institutional data across enrollment, HR, finance, and student outcomes. A significant focus was also placed on strengthening internal data processes, including the shift toward a more structured and proactive Data Needs Assessment to better coordinate and anticipate recurring data requests from campus stakeholders.

2025-26 Committee Members:

- Co-Chair – VPAS Julia Morrison
- Co-Chair Faculty Member–Levi Gill
- President CRFO or designee – John Johnston
- President CSEA or designee – Amy Chase
- IR/IEC Chair – Amy Moffat & Tim Wolcott
- SEM (Strategic Enrollment Management) Chair – Crystal Morse
- Faculty member from Transfer - Amy Murphy
- Faculty member from CE/non-transfer/non-teaching – Derek Glavich

The major accomplishments of the committee during the 2025-26 term include the following:

On April 10, 2026, the BAC finalized the Annual Budget Outlook Statement. The Annual Budget Outlook Statement includes budget or resource related items from the work of other committees, plans, budget forecasts and other relevant information to determine if there are any key indicators of future budgeting needs. After many discussions, the five primary goals were set for 2026-27:

- Improve operational efficiencies to move towards aligning on-going revenues with on-going expenditures and maintaining a healthy fund reserve:
  - Strategic course scheduling
  - Efficient section fill rates
  - Permanent and temporary staff position control
- As a budget and strategic enrollment planning process monitor FTES growth actuals and projections, using the figures along with State growth funding allocations to estimate what FTES will be funded vs. unfunded.

- Continually evaluate data and student success and discuss strategies that support student success as it relates to SCFF metrics. The BAC has identified the following metrics where the District can improve and have a positive impact on student success and funding:
  - Increase students who complete transfer level math and English in their first-year.
  - Increase students who complete 9 or more CE units in the reporting year through structured pathways and student advising. (Student Services)
  - Increase the number of full-time students who transfer directly to four-year institutions.
  - Ensure all degrees and certificates earned by the student are awarded in a timely manner.
    - Focus on leading indicators such as course completion, persistence, and financial aid participation that signal student progress. Emphasizing these measures enables faculty and staff to drive improvements in daily practice, positively impacting long-term results and ultimately improving the “lagging indicators” that determine funding and long-term institutional viability. This work requires shared responsibility, data-informed decision-making, and coordinated efforts across the college, supported by Institutional Research. Aligning enrollment strategies with student success is essential for financial sustainability and mission fulfillment.
- The Budget Advisory Committee will continue to work with Program Review Committee and Institutional Research to create a breakdown of costs for programs going through comprehensive program reviews.
- As part of the budget planning process, the Budget Advisory Committee will recommend that budget be identified to address issues related to accessibility and out-of-date/unsafe facilities.

The Program Budget Recommendations form includes a summary of budget priority recommendations based on the Outlook Statement goals. The Outlook Statement is a culmination of work done by the committee which began in August of 2025. In addition to the recommended budget priorities, the Program Budget Recommendations form also includes high-level program budget information that is reviewed in order to inform any specific program spending recommendations, the program recommendations themselves, as well as any identified budgetary barriers for student success or institutional effectiveness.

The BAC members finalized the Budget Advisory Committee Program Budget Recommendations Form for 2025-26 at its April 10, 2026, meeting. The group voted unanimously to approve the recommendations. A summary of the recommendations are provided in the section below.

### **Budget Advisory Committee Budget Priority Recommendations for 2026-27**

Program Level Budget Recommendations:

- The BAC recommends that Unrestricted General Fund (UGF) monies continue to be set aside for technology replacement on an annual basis. Based on a prior year quote for a 4-

year technology replacement lease, approximately \$450,000 is required annually for technology replacement. These amounts are based on a four-year replacement cycle, and do not include infrastructure. The BAC also recommends that an updated quote for technology replacement that also includes infrastructure be provided by the re-established Technology Planning Committee. Students do pay a Student Technology fee that could help fund student technology replacement. If the UGF monies are not spent in any given year, the remaining balance will carryover to subsequent fiscal years.

- The BAC also recommends that the District set aside resources for mission critical scheduled maintenance for the year if sufficient state funding is not received.
- Further, the BAC recommends that resources be allocated to support institutional effectiveness and continuous improvement.

#### Budget Priority Recommendations:

- Continue to include necessary financial resources to support the improvement of data infrastructure and institutional effectiveness. This includes funding for a consultant to provide technical assistance, for professional development, and for staff time for website support.
- Continue to determine what Federally funded programs are essential and identify budget to support those programs in the event Federal funding goes away.
- Continue to allocate funds for replacement of district technology based on an appropriate life cycle timeline. Allocate budget for a five-year replacement cycle of student rental and station computers, as well as an increase in the inventory of student laptops. The student technology fee proceeds will be used to help fund the replacement budget.
- Continue to allocate funds for an ongoing scheduled maintenance budget (from one-time to ongoing).
- Allocate budget to address accessibility recommendations from the Accessibility Planning Committee and to meet accessibility requirements in general.

Due to some scheduling conflicts the committee held its final meeting of the 2025-26 year on April 10, 2026, rather than May 8, 2026. The BAC will reconvene during the 2026-27 Fall Convocation week.