

## SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Jose F. Torres, Interim Chancellor

REVIEWED BY: Dr. James L. Buysse, Interim Vice Chancellor, Business & Fiscal Services

PREPARED BY: Dr. James L. Buysse, Interim Vice Chancellor, Business & Fiscal Services

DATE: January 27, 2021

SUBJECT: Consideration of Approval to Accept the Prioritized Board Directives for Development of the 2021-22 SBCCD Budget for First Read

### RECOMMENDATION

It is recommended that the Board of Trustees review and discuss proposed Board Directives for development of the 2021-22 SBCCD budget.

### OVERVIEW

District Administrative Procedure 6200, Budget Preparation, calls for the Board of Trustees to give initial direction concerning the distribution of resources for the 2021-22 budget prior to March 1, 2021.

### ANALYSIS

The attached directives are being submitted for a first read. It is anticipated that the Board will discuss the directives at its retreat on January 26-27, 2021, alongside other institutional planning considerations, and then consider the directives for final approval on February 11, 2021.

### INSTITUTIONAL VALUES

III. Resource Management for Efficiency, Effectiveness, and Excellence

### FINANCIAL IMPLICATIONS

This Board item has no direct financial implications.

**Prioritized Board Directives for the  
2021-22 SBCCD Budget**  
*(Submitted for First Read January 27, 2021)*

[v.1.7.2021.p.1|1]

Consistent with SBCCD Administrative Procedure 6200 Budget Preparation, the Board of Trustees provides staff with initial direction concerning the distribution of resources for the next fiscal year's budget prior to March 1. SBCCD's budget shall be prepared in accordance with Title 5, the California Community Colleges Budget and Account Manual, and all other related State and federal laws and regulations.

- 1) Align unrestricted general fund and student success funding with the State Chancellor's Vision for Success.
- 2) Maintain a minimum fund balance range of 6-10% in the Unrestricted General Fund, with the goal of rebuilding the fund balance range to 10-15% once the negative impact of the Covid-19 crisis on the State budget has passed.
- 3) Allocate funding through the budget process for deferred maintenance.
- 4) Proposed new positions must be approved through the program review process or any other prioritization process established at SBCCD.

**Prioritized Board Directives for the  
2020-21 SBCCD Budget**  
(Board Approved February 13, 2020)

Consistent with SBCCD Administrative Procedure 6200 Budget Preparation, the Board of Trustees provides staff with initial direction concerning the distribution of resources for the next fiscal year's budget prior to March 1. SBCCD's budget shall be prepared in accordance with Title 5, the California Community Colleges Budget and Account Manual, and all other related state and federal laws and regulations.

- 1) Align unrestricted general fund and student success funding with the State Chancellor's Vision for Success.
- 2) Allocate funding to support the implementation of the SBCCD Promise following the Guiding Principles for the FCC Auction Proceeds.
- 3) Maintain a fund balance range of 10-15% in the Unrestricted General Fund, unless fund balance is utilized for specially identified *one-time*<sup>1</sup> needs as authorized by the Board of Trustees.
- 4) Allocate funding through the budget process for deferred maintenance.
- 5) New positions must be approved through the process of program review or any other prioritization process as established at SBCCD.

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<sup>1</sup> *One-time* is defined as an expenditure that has no ongoing commitment. While one-time needs may be repeated in future years, the nature of the expenditure must conform to the definition.