Santa Barbara City College
BUSINESS SERVICES

June 20, 1978

To: Glenn O. Goeder
From: Donald K. Sorsabal
Subject: TENTATIVE BUDGET FOR 1978-79

The 1978-79 Proposed Tentative Budget is just that -- tentative. To this date the income figures are based on revenue level of 100% of the 1977-78 State Apportionment and State contribution to local costs of the State Teachers' Retirement System (STRS) plus 50% of Homeowners and Business Inventory taxes paid by the State; 53% of the 1977-78 local tax revenue from the secured and unsecured roll; an estimate of 1978-79 local income other than taxes; and known allocations of Federal funds for 1978-79.

The expenditures for the 1978-79 Tentative Budget reflect a $1,844,929 reduction from the 1977-78 level. Even with this reduction, $692,258 of beginning balance is required to balance the budget. This is $342,258 more than I have recommended to date. It should be noted that the Tentative Budget reflects an expenditure for Continuing Education at the 1977-78 budget level, less $318,000. It also assumes that the State will continue to provide apportionment for all classes including non-credit classes. In all probability this assumption will not come to pass and further reductions will be required prior to the adoption of the Final Budget.

The accompanying resource document explains in detail where reductions have been made in the 1977-78 budget to develop the 1978-79 Tentative Budget. The list of changes which affect programs or services will be found on pages 5 and 6. Major reductions are in line with the "Principles for Budget Reduction Decisions" which were approved by the Board of Trustees on June 8, 1978. To highlight these reductions your attention is directed to the following:

1. Of the 14 current vacant positions, 11 are recommended to be left unfilled.
2. All Classified hourly funds have been deleted.
3. All funds for substitute employees have been deleted.
4. Evening College budget has been reduced by 20% of the 1977-78 level.
5. Day Credit offerings have been reduced by 25%.
6. Summer Session offerings are reduced by 40%.
7. No traffic control service (ticketing) will be provided.
8. No remote satellite copy centers will be available.
9. Library services will not be available on Sundays.
10. Community use of facilities will be limited to those organizations paying 100% of the costs including facilities and personnel.
11. Classes for credit by TV will not be available.
12. Student Health fees will be increased to cover 100% of cost of services and health/accident insurance.
13. Approximately 60% of local funds available for student workers has been deleted.

It is unknown at this time if additional funds will be available from State sources to offset the reductions. The Tentative budget reflects only a 15% reduction in the expenditure level of the 1977-78 budget. If it is the Board's desire (and it is my recommendation) to husband its reserves by utilizing only $350,000 for deficit financing in 1978-79, either further reductions will be required or additional revenue will have to be generated.

DKS:mr
**1978-79 Tentative Budget**

**Estimated Beginning Balance 7/1/78**  
$1,518,384

**INCOME**

**Federal:**
- 8100 CWS: 352,595
- 8200 VEA: 160,000
- 8490 VCIP: 30,000
  
  **Total Federal**: 542,595

**State:**
- 8610 Apportionment: 6,433,549
- 8611 STRS: 134,678
- 8612 Handicapped: 103,000
- 8638 EOPS: -0-
- 8671 Home Owners: 141,623
- 8672 Business Inventory: 46,538
  
  **Total State**: 6,859,388

**County:**
- 8710 Community College Tuition: -0-
- 8720 Equalization Offset: -0-
- 8790 Trailer Coach: 11,000
- Other: 13,700
  
  **Total County**: 24,700

**Local Income:**
- 8810 District Taxes: 2,326,043
  - 8811 Secured Taxes
    - General Purpose: -0-
    - Community Service: -0-
  - 8812 Unsecured: -0-
  - 8813 Prior Year: 60,000
- 8840 Sales: 1,000
- 8860 Interest: 50,000
- 8870 Fees
  - 8871 Adult Education Fees: -0-
  - 8872 Non-Resident: 200,000
  - 8876 Health Insurance: 69,870
  - 8878 Parking: -0-
  - 8878 Evening College: -0-
- 8880 Miscellaneous: 1,000
Local Income: (Continued)

8890 Other
  8890 Other Local  11,000
  8891 C.E. Lab Supplies  5,000
  8892 Library Fines  5,000
  8894 C.E. Copy work  100
  8895 C.E. Batts  500
  8896 C.E. ESL Books  1,600
  8897 C.E. Schedules  500
  8898 C.E. GED Tests  500
  8899 Off Campus C.W.S.  67,508

8920 Interdistrict Tuition  -0-

Total Local  2,799,621

Total Income  10,226,304

Total Income plus Beginning Balance  11,744,688
### EXPENSE

<table>
<thead>
<tr>
<th>Acct</th>
<th>1977-78 Appropriation</th>
<th>Basic Budget 1978-79</th>
<th>Maintenance Budget 78-79 w/RARB Recomm</th>
<th>Tentative Budget</th>
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### EXPENSE (Continued)

<table>
<thead>
<tr>
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<th>Tentative Budget</th>
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<tbody>
<tr>
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**Total Expenditures**: $14,246,221 $12,134,566 $13,038,589 $11,744,688
ADJUSTMENTS TO 1978-79 MAINTENANCE EXPENSE BUDGET FOR TENTATIVE EXPENSE BUDGET

June 16, 1978

ADDITIONS

1. Expenditures for Learning Disabilities and Physically Handicapped program in amount to total $103,000. (Some expenses already in budget.)
   
   $81,401.00

2. Membership Costs for:
   
   Accreditin Commission for Community & Junior Colleges 750.00
   California Community College Trustees 2,541.00
   California Community & Junior College Association 3,787.00
   Central Coast Personnel Council 1,424.00
   Joint Review Committee on Education in Radiologic Technology (to be paid from federal grant) 350.00
   National League for Nursing (if required for certification) 850.00

3. Travel and Conference for Superintendent budget 5,000.00

4. District contribution to College Work Study
   
   Federal Share 20,000.00
   
   80,000.00

5. Additional expense from increase of health fees to $5.00 per semester, $2.00 for Summer and $2.00 for Evening College
   (Sufficient to cover 100% cost of Nursing cost center.)
   
   $69,870 (est. income) - $65,070 (Nursing Maint. budget) 4,800.00

6. Veterans Cost of Instruction (VCIP)

   30,000.00

7. County Film Contract - Media Services portion

   1,800.00

REDUCTIONS OR DELETIONS

1. PERSONNEL - No funds (including Benefits) for following positions (keep positions in budget):
   
   a. Director of Facilities Development (1) 35,594.00
   b. Custodians (1) 12,437.00
   c. Groundsman (1) 11,887.00
   d. Audio Visual Production Coordinator (1) 16,893.00
   e. Lab Teaching Assistant (Psychology) 50% 7,201.00
   f. Program Planning Assistant (Continuing Education) 17,371.00
   g. Typist Clerk, Intermediate (Womens' Center) 6,706.00
   h. Typist Clerk, Intermediate (Community Services) 13,892.00
   i. Classified Hourly (100% for Tentative budget) 181,275.00
   j. Substitutes
      
      Certificated 10,000.00
      Classified 12,545.00
   k. Counselor 31,704.00
   l. Basketball Coach 31,703.00
   m. Athletic Equipment Attendant 12,857.00
ADJUSTMENTS TO 1978-79 MAINTENANCE EXPENSE BUDGET FOR TENTATIVE EXPENSE BUDGET
June 16, 1978
Page 2

REDUCTIONS OR DELETIONS (cont.)

2. Community Services
   71,300.00

3. Evening College - 20% of 1977-78 budget
   71,538.00

4. Day Credit - 25% of 1977-78 TLU's
   389,025.00

5. Administrative in-district mileage (except Superintendent)
   Cost Centers 8209-9264 except 9040 - ($2,550)
   4,109.00

6. Library acquisitions
   16,800.00

7. Sunday opening of Library
   1,411.00

8. Replacement of equipment
   43,000.00

9. Safety funds
   28,000.00

10. Summer Session - 40% of 1977 Summer TLU's
    46,496.00

11. Continuing Education - 20% of 1977-78 budget
    $318,000 - Total Reduction
    82,162 - Deleted Elsewhere Above
    $235,838

12. Remove satellite copiers (Except Admissions and Bookstore)
    16,000.00

13. Supplies - 20%
    93,618.00

14. Certificated Hourly benefits
    17,000.00

15. Reduce Off Campus C.W.S.
    16,530.00

TOTAL REDUCTIONS
$1,220,027.00

DLP/baj
Maintenance Budget includes 1977-78 level of expenditures except for the following adjustments:

Additions:

1. Increments for all Certificated personnel and Classified Management, Supervisory and Confidential $  64,130
2. Classified salary adjustments of 5½% per contract plus increments 109,942
3. Utilities by an estimated amount to compensate for inflation and new facilities 51,211
4. Minimal insurance premium increases 2,086
5. Board election cost 18,100
6. Salaries returned to 100%
   Barbara Lindemann
   Elwood Schapansky
   Manuel Rivera
   56,488
7. Replacement of lost and regular equipment 43,000
8. Safety repairs 28,000
9. Pershing Park/Los Banos
10. Superintendent salary adjustment 5,584

Total Additions 381,041

Deletions:

1. Stipends - Department Chairpersons and Cluster Leaders 38,181
2. Sabbatical leaves 46,138
3. Nursing loan and NDSL matching funds 7,200
4. Construction funds 630,000
5. C.W.S. reduction 122,192
6. General students except tutors 56,863
7. Conference and travel 26,639
8. Memberships 21,796
9. Special program amounts 50,000

Total Deletions $ 999,009