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TO: SCC Budget Committee Tri-Chairs

- Shawn Weinsheink
- Carmen Hirkala
- Mitch Campbell

FROM: Michael Gutierrez, President

DATE: June 1, 2022

SUBJECT: Budget Committee Recommendations of April 22, 2022

Thank you to the Tri-Chairs and the members of the SCC Budget Committee for your careful review and prioritization of the many funding requests that you received for 2022-23 as well as the review and change of the committee charge to incorporate equity. The Budget Committee and its membership continue to do an outstanding job as a part of the college's funding allocation process.

I have carefully reviewed the recommendations noted in your April 22, 2022 memorandum and I am approving the full request of \$225,840.

In regards to the items of consideration for the college made in your memo to me, Interim VPA Stephanie Smith and I agree, as follows:

1. Wi-fi access – The College and District have invested in wi-fi access for the main campus and centers this year with the use of HEERF funds. Wi-fi access at the main campus was completed in the spring with the exception of the new Lillard Hall which will be done prior to the building opening. Work on the wi-fi at the centers will be completed over the summer.
2. Planning/Re-organize for return of on-ground students: It is agreed that using existing furniture from classrooms/areas that will no longer house on-ground students be considered when furniture needs arise.
3. Fiscal Year '23 Base Budget Allocations: It is agreed that if there is a continued need for substantial base budget cuts for fiscal '23, there be an exploration and analysis of actual monetary needs of the Divisions.
4. Deadline of Completion of Unit Plan requests for BC: I will forward the recommendation that February 1, each year, be the new deadline for Deans to complete all requirements pertaining to their BC requests to the Dean of Planning, Research & Institutional Effectiveness for consideration.
5. Alignment of BC charge and process with Program Review: I agree this effort has stalled and support a more formalized discussion/planning process in this area.
6. Function Map: I encourage the BC to continue development of a document distinguishing the role of the BC from the offices/areas the BC supports.

7. BC Request and Grant Funding: I support the BC working with the offices that support grant funding to develop a defined structure to ensure the College is utilizing and allocating resources efficiently and effectively.
8. Maintenance of Effort (MOE) Budgeting: as requested, MOE will be prioritized over new or one-time-only initiatives.
9. Fund 13/IR Monies – It is agreed that funding reductions should include all funds in the general fund (11, 12, and 13), not just fund 11.

Looking forward to next year, the Budget Committee should be aware that the college has received \$2,176,337 in State Instructional Equipment Funds (SIEF). With the help of this large one-time allocation, it may be time for instructional departments to take a deep dive into reviewing needed equipment that previously may have seemed beyond reach due to cost.

Once again, thank you to the Budget Committee members for your critical assessment of the many budget requests that were submitted and for the recommendations you proposed.

Sincerely,

A handwritten signature in cursive script that reads "Michael Gutierrez". The signature is written in black ink and is positioned above the printed name and title.

Michael Gutierrez
President, Sacramento City College

Cc: Stephanie Smith, Interim Vice President Administrative Services