December 19, 2018

Dear President Rosie Rimando-Chareunsap,

Thank you for giving the SSC College Council the opportunity to provide you and the President’s Cabinet with feedback and recommendations for the college’s 2019-2020 budget. Based on feedback from last year’s College Council, the campus community and yourself, this year College Council has taken a proactive approach to the budget development process, beginning with a campus-wide Budget Forum on Nov. 19, 2018.

The Budget Forum was well attended by several departments across the college, in addition to staff and faculty who livestreamed the forum through Zoom (video conferencing tool). Topics discussed at the forum included an overview of the organization and responsibilities of the College Council, a budget and financial report breakdown facilitated by Rob’n T. Lewis, Director of Business Operations, and an open Q&A taking questions from the live and Zoom audience.

Attendees and Zoom viewers were then asked to brainstorm and provide College Council with “budget priorities” which could be presented as recommendations to the President’s Cabinet. A budget priority is a recommendation for where the college should focus it’s funding for the upcoming academic year.

On Nov. 26, College Council sent a follow-up email to all staff and faculty asking for additional budget priorities and/or edits to an existing priority. College Council received over 40 budget priority submissions. Submissions were then consolidated and ten priorities were chosen based on their popularity and frequency. On Dec. 7, all staff and faculty were then asked to rank these priorities through an online ranking survey. Please note: Microsoft Forms only allows ten selections per survey question. Overall, 116 staff and faculty members participated in the survey anonymously.

**Results from the 12/7 Budget Priority Ranking Survey:**

**Please rank the ten "budget priorities" below (1 = most important, 10 = least important).**

1. Reduce class cancellations.
2. Invest more in the replacement of campus infrastructure (furniture/hardware) and/or increase our custodial staff to provide better service.
3. Increase student recruitment and outreach efforts.
4. Focus efforts on adapting to our market/community needs and/or connecting industry to our college’s programs.
5. Consider hiring "grant writer" position for pursuing external grants and/or move important grant funded positions to state funds.
6. Create a more structured student experience for all students based on Guided Pathways initiatives.
7. Increase professional development with focus on equity, inclusion & diversity.
8. Strengthen and prevent reduction of South FTE's (full time employees).
9. Generate revenue through rental of on-campus facilities and exploring facility naming rights.
10. Expand capacity to serve undocumented students (hiring a person to facilitate this and/or develop other areas or support).

We know many difficult budgetary decisions lie ahead, and hope these recommendations aid in your understanding of faculty and staff priorities at this time. Thank you for this opportunity to give you and the President’s Cabinet recommendations. The campus community looks forward to future communication regarding the budget development process.

Thank you for your continued support,

SSC College Council

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