

COUNCIL ON BUDGET AND FACILITIES

September 8, 2025

2:00 p.m.

Anaheim Campus – Chancellor’s Conference Room

Videoconferencing of the meeting will be available at Cypress College President’s Conference Room and the Fullerton College President’s Conference Room B

AGENDA

- | | | |
|---|---------------------------------|-------------|
| 1. Memberships | Fred Williams | Information |
| 2. Approval of the August 12, 2025 Summary Notes | Fred Williams | Action |
| 3. Budget Update | | |
| ➤ Proposed Budget Book & Presentation | Fred Williams/
Erika Almaraz | Information |
| 4. District-wide Expenses - IT | Khaoi Mady | Information |
| 5. Facilities Updates | Budget Officers | Information |
| ➤ Capital Projects Updates | | |
| 6. Future Meeting Dates: | | |
| October 13 | | |
| November 11 (holiday)** | | |
| December 8 | | |

**Tentative meeting and will only take place if deemed necessary*

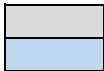
*** Holiday – will be rescheduled if deemed necessary*

NOTE: The numerical order of items on this agenda is for convenience of reference. To promote efficiency and as an accommodation to the parties involved, agenda items may be taken out of order upon request of the Chair or Members of the CBF.

Council on Budget and Facilities

As of: 9/4/2025

#	Member	Constituent Group
1	Jaclyn Maggini	Academic Senate, CC
	Kathleen McAlister	Academic Senate, CC - ALTERNATE
2	Michelle Patrick	Academic Senate, NOCE
3	Marlo Smith	AdFac
4	Terry Cox	Dir Admin Services, NOCE
5	Lourdes Valiente	Student Leader, NOCE
6	Kyle Sue	Associated Students, CC
7	VACANT	Associated Students, FC
8	Leslie Tsubaki	Confidential
9	Belinda Allan	CSEA
10	Elaine Loayza	CSEA
11	Erika Almaraz	Dist Dir Fiscal Affairs
12	Karla Frizler	DMA
	Rosanna Islas	DMA - ALTERNATE
	Ziza Delgado	Faculty Senate, FC - ALTERNATE
13	Bridget Kominek	Faculty Senate, FC
	Christie Diep	UF - ALTERNATE
14	Jeremy Peters	UF
15	Jennifer Vega La Serna	VC ES&T
	Fred Williams	VC Finance & Facilities - CHAIR
16	Irma Ramos	VC HR
17	Tony Jake	VPAS, CC
18	Henry Hua	VPAS, FC



Alternate - Is considered a voting member only on the days in which they are an acting representative

Committee Chair, non- voting

COUNCIL ON BUDGET AND FACILITIES
August 12, 2024

UNAPPROVED SUMMARY

Members Present: Erika Almaraz, Terry Cox, Karla Frizler, Henry Hua, Elaine Loayza, Kathleen McAlister, Thu Nguyen, Michelle Patrick-Norng, Jeremy Peters, Marlo Smith, Gabrielle Stanco (Alternate), Leslie Tsubaki, Lourdes Valiente, and Fred Williams

Members Absent: Cherry Li-Bugg, Irma Ramos, Jeanette Rodriguez

Guests Present: Bridget Kominek (alternate), Jaclyn Magginetti (alternate), Debbie Shandy, Scott Thayer, and Richard Williams

Call to Order: The meeting was called to order at 2:05 p.m.

- 1. Introductions:** Members of the committee, attendees, and guests.
- 2. Summary:** The summary of the June 10, 2024, meeting notes were approved.
- 3. Budget Update**

State Budget – CBOs attended the 2024 Budget workshop and gained more insight on the 2024-25 budget. Executive Director, Erika Almaraz provided a brief update on the budget and reported that the 2024-25 budget reflects state expenditures of approximately \$298 billion, a 4.2% decrease from the 2023-24 enacted budget. The 2024-25 state budget plan addresses a projected \$45 billion revenue shortfall by building on the \$17 billion 'early action' budget-balancing measures to close the remaining \$28 billion projected budget shortfall. Some of the other major highlights included the following:

- Approximately \$143 million in on-going adjustments to the Student-Centered Funding Formula (SCFF), of which \$100 million is for a 1.07% cost-of-living adjustment (COLA). Another \$13 million is provided for the same COLA for selected categorical programs along with \$28 million for enrollment growth.
- One-time funding of \$18 million for two projects to support the system's Vision 2030 priorities, \$10 million for the second year of the LGBTQ+ Pilot Program, and a \$20 million enhancement to financial aid administration to help colleges support students in the context of FAFSA delays.
- Funds to expand nursing program capacity and to implement a low-income workers demonstration project in 2024-25 are now earmarked to be funded through allocation of funds from the Strong Workforce Program.
- Reappropriations of unspent funds as of June 30, 2024 from the 2020 Strong Workforce Program and the 2022 Student Success Completion Grant.
- Capital outlay funding from Proposition 51 of \$29 million for one continuing project.
- \$446.4 million in deferrals from the SCFF for the 2023-24, 2024-25 years (\$243.7 million) and 2025-26.
- Advanced apportionment – using a 6% deficit factor, and increase from 2%, roughly a \$15-\$20 million deficit for next year. Districts are still trying to figure out what deficit factor they will each be using for their calculations. More information will be shared at the September Board meeting.

- **Economic Forecast** – An economic recession is expected. Some of the contributing factors could be the rise in unemployment and the housing market. Housing prices in California are becoming increasingly unaffordable and residents are leaving California, affecting state income taxes, which ultimately affects the community college funding.
- **Position Control** – The Full-time Obligation Number (FON) was met for 2024; however, we are 67 positions over. No hiring will be needed for this year or next.
- **50% Law** – Initial estimate was 51.7%, which is higher than last year

In summary, the school system is not seeing any reductions and no changes to the hold harmless provision, which is still expected to expire in 2024-25. Mr. Williams noted that dependent on enrollment and COLA rates, NOCCCD may not receive for the next three years.

Questions/Comments:

1. *Has the District decided how COLA will be used?* In the funding formula, COLA is allocated to the campuses. Negotiations will also be a part of the determination of how COLA will be used.

Compendium – On August 7, 2024, the 2024-25 Compendium of Allocations and Resources was updated to reflect the enacted budget. A link to the compendium can be found here: [2024-25 Compendium](#).

FTE Targets - Total of ~10% above target for 2023-24. The campuses have been tasked with reviewing their numbers with the Vice Presidents of Instruction to identify their campus targets and planning strategies to get their numbers up. The 2024-25 targets increased ~7% since last years but will continue to increase each year. Mr. Williams emphasized that enrollment is critical to get the numbers up to the 2017-18 actuals, which were used for the hold harmless funding calculations.

Ending Fund Balance – The preliminary ending fund balance was outlined by Erika Almaraz and Fred Williams. An ending fund balance of \$141.5 million was identified, \$1.3 million down from the prior year.

Questions/Comments:

1. *What do the election expenses cover?* The dollars allocated are used to cover the Board election fees, which include mailing fees, ballots, etc. The district budgets ~\$100,000 for each election.
2. *State reimbursement for office hours is now at 90%, when will that be effective?* It will be effective in 2024-25. Claims were submitted for office hours and part-time faculty in November.
3. *What are the differences between the different fund types?* They are all very specific in how the dollars can be spent, but they all total up to the ending fund balance. The nonspendable fund balance are dollars that cannot be spent, items such as inventory and cash reserves. Restricted funds have legal restrictions, including categorical funds and other restricted funds which provide revenue for specific purposes. Assigned fund balances are funds that have already been allocated. Finally, there are the uncommitted fund balances dollars that the Board has control over, and the remaining dollars are allocated to the campus budget centers.

4. **Facilities Updates**

Anaheim Campus – Richard Williams provided an update on behalf of the campus.

- Upper Deck Renovation – State is funding 80% of the project. Waterproofing and seismic joints are still being installed. The project will also include fixes to the existing water damage that has affected 15-18 rooms.
- Community Green Space/Lower-level circle – Ramps and parking lot will be reconfigured to comply with the new ADA requirements/codes. The project will also include a gathering space for campus events. Project will start after the upper deck renovation is finished.
- Outdoor Patio Remodel – The project will incorporate coverage for current seating. Bids will be coming in at the end of August. A good turnout of 15 contractors walked the site.
- Interior and Exterior Signage – Currently resolving some coloring issues and hoping to hear back from DSA for the marquee sign within a week.
- Board Room Renovation – Currently working on color selections for the interior. Minor comments from DSA were received. Architects are still working with the city for the sprinkler system (water flow) requirements. Expected completion in mid-spring.
- East Parking Lot Restoration – Portable usage is expected to be extended due to the Board Room Renovation noise interruptions.
- 9th Floor Renovation – Demolition and construction is underway.

Fullerton College – VPAS, Henry Hua provided an update on behalf of the campus.

- 300 Building Renovation – The Notice to Proceed was received on May 15. Mobilization and construction began on May 28. A site walk is scheduled for Thursday. Project completion is anticipated in December 2025.
- Chapman/Newell Instructional Building and M&O Building – Currently meeting to finalize the furnishings of the building.
- Wilshire Chiller Plant Relocation – On May 15, a pre-construction meeting was held with all major parties to strategize the project's success. Staff are running into a lot of cost escalations and unforeseen issues.
- Performing Arts Complex – The State did approve the project to be bid, but the project is contingent on the Wilshire Chiller Plant.
- Electrical Vehicle Charging Stations – 44 new stations were installed and will be ready before the semester starts.
- Athletic Fields – 9 renditions of the project were created, but value engineering is still needed and will be scheduled to try and get the project price down.
- STEM Building – Contingent on a State bond passing.
- Welcome Center – No update at this time.

Cypress College – *Dr. Thayer and Fred Williams provided an update on behalf of the campus.*

- Auto Yard – Restroom and yard are anticipated to be available at the start of the semester.
- Health and Wellness Center – Construction commenced today. The campus was approved to use a portion of their HEERF funds for the project's completion.

- Electrical Vehicle Charging Stations – A power outage is scheduled on August 19 to allow electrical coordination with the charging stations. Staff continue to work with Charge Point on getting the high voltage equipment, which is on backorder with lead times up to a year. Staff will continue to try and meet the anticipated start date before the fall semester.
 - Fine Arts Renovation – The project involves a significant amount of renovations and staff have done well with cost savings. Deductive change orders are scheduled to come to the Board.
 - Softball Field – The Design Team completed the schematic design. A new team room will be included in the scope of work. Construction is anticipated in 2025.
 - CCCPlex – Plans to paint the outsides of the LRC and Student Center and working on the Theater Path of Travel. Completion anticipated before the fall semester.
5. **Future Meeting** – During the Anaheim Campus construction, meetings will be held in the Chancellor's Conference Room. Videoconferencing options are also available at the campuses.
- September 9
October 14
November 11 (holiday)
December 9

Meeting was adjourned at 3:09 p.m.

North Orange County Community College District

COUNCIL ON BUDGET & FACILITIES

Agenda Item Submittal Form

Date: 9/4/2025

From: Fred Williams, Vice Chancellor, Finance and Facilities

Re: Agenda Item for Council on Budget and Facilities of September 8, 2025

1. AGENDA ITEM NAME

2025-26 Budget Presentation

2. AGENDA ITEM ACTION (Please check one)

- ☐ Information Only
☒ Review/Discussion
☐ Action

3. ESTIMATED TIME REQUIRED FOR PRESENTATION/DISCUSSION:

30 Minutes

4. BRIEF NARRATIVE SUMMARY OF AGENDA ITEM

Staff will present the [2025-26 Proposed Budget and Financial Report](#) to the Board of Trustees at the September 9, 2025, Board meeting. For CBF, staff will present the presentation and answer any questions related to the presentation and proposed budget book.

5. RECOMMENDATION (Required for all action items; encouraged for all review/discussion items)

Members are asked to review the information.

North Orange County Community College District

COUNCIL ON BUDGET & FACILITIES

Agenda Item Submittal Form

Date: September 4, 2025

From: Khaoi Mady, Interim District Director, IT

Re: Agenda Item for Council on Budget and Facilities of **September 8, 2025**

1. AGENDA ITEM NAME

District-wide IT Expenses

2. AGENDA ITEM ACTION (Please check one)

- ☒ Information Only
☐ Review/Discussion
☐ Action

3. ESTIMATED TIME REQUIRED FOR PRESENTATION/DISCUSSION:

15 mins

4. BRIEF NARRATIVE SUMMARY OF AGENDA ITEM

The District IT budget has three components, one under District Services, another under Districtwide Expenditures, and a third as campus student centered software and services. Since Information Technology (IT) is one of the larger districtwide expenses, the goal was to share information to provide clarity on where the budgets currently stand.

In addition, discussions will take place on the allocations of IT expenses for the colleges and how the expenditures will be divided.

	<u>Percentage</u>	<u>Expenses</u>
Cypress College	37.95%	\$442,637
Fullerton College	49.58%	578,286
NOCE	12.47%	145,446
TOTAL	100.00%	\$1,166,369

5. RECOMMENDATION

Review the District-wide technology costs.

District-wide Technology Spending							
Vendor	Item	Description	2023-24	2024-25	2025-26	2026-27	Notes
Core Operational Software and Services							
Critical for operation							
Vendor	Item	Description	2023-24	2024-25	2025-26	2026-27	Notes
Ellucian	Ellucian TCP, Banner (ERP)	Banner software and maintenance agreement	\$ 578,392	\$ 607,047	\$ 631,329	\$ 656,582	4% anticipated increase annually
Ellucian	Banner Document Management, Maintenance Application Extender Package, Maintenance EMC Extender Test Package, Document Retention	Ellucian software integration to Banner add-ons	\$ -	\$ -	\$ 15,855	\$ 16,489	4% anticipated increase annually
AWS	Cloud Computing, Storage, Maintenance	District cloud data computing	\$ 249,025	\$ 250,000	\$ 250,000	\$ 250,000	PO for 2024/2025 is 250000, 173196.83 of 250000 used as of 5/8/2025
Oracle	Oracle Enterprise Database	Database software maintenance agreement	\$ 174,234	\$ 181,204	\$ 192,076	\$ 203,600	6% increase annually
Evisions	Argos, Intellectcheck, FormFusion	Data reporting system, document design, automation software	\$ 22,758	\$ 23,668	\$ 24,615	\$ 25,599	4% anticipated increase annually
Runner Technologies	Clean Address	Address verification software integration to Banner	\$ 19,095	\$ 19,859	\$ 19,859	\$ 19,859	
Adaptigent	NetCobol	Application complier software for Banner products	\$ 1,901	\$ 1,977	\$ 2,175	\$ 2,262	4% anticipated increase annually
Nth Generation	VMware software/support	Software and maintenance	\$ 34,567	\$ 74,880	\$ 74,880	\$ 74,880	
Cohesity	Cloud hosting for disaster recovery	System backup for disaster recovery	\$ -	\$ -	\$ -	\$ -	Support until 2027
Computerland	Microsoft Licensing	License renewal for servers used districtwide	\$ 34,833	\$ 21,002	\$ 21,842	\$ 22,716	4% anticipated increase annually
Ucroo	Pathify	Staff and student portal integration with Banner	\$ 93,870	\$ 98,563	\$ 102,506	\$ 106,606	4% anticipated increase annually
Forsyte Technology	Forsyte Gaurdian 365	24/7 information security alert monitoring	\$ -	\$ -	\$ 169,620	\$ 169,620	Paid with Systemwide Technology Grant from State Chancellor in 24/25 and 25/26, Systemwide Technology Grant is ending
VectorUSA	Cisco Licensing	License renewal	\$ -	\$ 253,800	\$ -	\$ -	End in 25/26
		Core Operational Subtotal	\$ 1,208,675	\$ 1,532,000	\$ 1,504,756	\$ 1,548,213	
Business Use Software and Services							
Business solution							
Vendor	Item	Description	2023-24	2024-25	2025-26	2026-27	Notes
Accruent LLC	EMS	Event management and planning tool	\$ 15,541	\$ 17,096	\$ -	\$ -	Replaced by CollegeNet Inc 25Live
Qualtrics	Qualtrics	Survey software	\$ 7,525	\$ 8,513	\$ 8,513	\$ 8,513	
CollegeNet Inc	25Live Licensing	Event management and planning tool	\$ -	\$ 63,000	\$ 66,150	\$ 69,458	5% increase annually
CollegeNet Inc	25Live Implementation	Event management and planning tool, setup and integration	\$ 160,000	\$ 48,000	\$ -	\$ -	
NextGen Web Solutions	Dynamic Forms	Software for creating forms	\$ 22,050	\$ 23,100	\$ 24,255	\$ 25,468	5% increase annually, \$12k on top of the budgeted amount is paid for by Fullerton College for Financial Aid add-on beginning 25/26, FC's \$12k not reflected in budgeted number
Salesforce.com Inc	Tableau	Data visualization and business intelligence tool	\$ 42,556	\$ 50,216	\$ 50,216	\$ 50,216	2 year contract, needs renewal in 27/28
Hyland	OnBase	Document management tool	\$ 56,777	\$ 74,519	\$ 78,246	\$ -	Moving to Banner Document Management
PeopleSchool	PeopleAdmin	HR talent management suite	\$ 44,166	\$ 38,699	\$ 39,859	\$ 41,055	3% increase annually
Maxient	Maxient	Case and conduct management tool	\$ 14,850	\$ 14,850	\$ 15,200	\$ 16,416	8% anticipated increase annually
Rave	Rave	Information and emergency communication	\$ 47,481	\$ -	\$ -	\$ -	Rave was not paid for by DW technology budget 24/25
		Business Use Subtotal	\$ 410,946	\$ 337,993	\$ 282,439	\$ 211,125	
Campus Student Centered Software and Services							
Used by Cypress College, Fullerton College, NOCE							
Vendor	Item	Description	2023-24	2024-25	2025-26	2026-27	Notes
EAB	Starfish	Student Success Platform	\$ -	\$ -	\$ 268,485	\$ 281,909	5% increase annually, 24/25 was paid for with Student Retention and Enrollment Grant by District EST, 25/26 was suggested to be paid by campuses according to FIES
Civitas	College Scheduler	Registration tool	\$ -	\$ -	\$ 82,000	\$ 82,400	Renewal due in 25/26, 5 year contract, cancellation in progress, payment may not be needed for 25/26 and future
Coursedog Inc	Coursedog Curriculum Licensing	Curriculum and catalog management	\$ -	\$ -	\$ 149,842	\$ 157,334	NEW for 25/26, 5-year contract, Year 1: \$149842, Year 2: \$157334, Year 3: \$165200, Year 4: \$173460, Year 5: \$182133
Coursedog Inc	Coursedog Curriculum Implementation	Curriculum and catalog management, setup and integration			\$ 129,050	\$ -	NEW for 25/26
Coursedog Inc	Coursedog Scheduling Licensing	Academic Scheduling			\$ -	\$ 121,779	NEW, Year 3: \$127868, Year 4: \$134261, Year 5: \$140974, Year 1 is \$0 with implementation cost and Years 2-5 reflect a discount for budling with curriculum and catalog management
Coursedog Inc	Coursedog Scheduling Implementation	Scheduling, setup and integration			\$ 133,660	\$ -	NEW for 25/26
Element451	Element451	Customer relationship management (CRM)	\$ -	\$ -	\$ 235,638	\$ 242,707	NEW for 25/26, 5 year contract with Banner integration, year one includes Banner integration fee, 3% increase annually
Element451	Element451 Implementation	Customer relationship management (CRM), setup and integration			\$ 19,500		NEW for 25/26
Mongoose	Cadence	SMS messaging system	\$ -	\$ -	\$ 148,194	\$ 152,640	Contract is through 24/25 was paid for with District Student Retention and Enrollment Grant by District EST, possible move to campuses' budget for 25/26 and future
		Campus Student Centered Subtotal	\$ -	\$ -	\$ 1,166,369	\$ 1,038,769	
		Grand Total	\$ 1,619,621	\$ 1,869,993	\$ 2,953,564	\$ 2,798,108	