SUMMARY OF THE MEETING OF
THE BOARD COMMITTEE ON FINANCE & ADMINISTRATIVE SERVICES

March 02, 2004

In attendance:  
Chairman:  
James C. Tyree  
Vice Chancellors:  
Yolande Bourgeois  
William Donahue  
Chancellor:  
Wayne D. Watson  
Abe Eshkenazi  
Claudine Jones  
Deloris Lewis  
Board Members:  
Terry Newman  
Nancy Clawson  
Rev. Albert Tyson, III  
Rudy Mendez  
Michael Mutz  
Treasurer:  
Dolores Javier  
Presidents/Representatives:  
Craig Washington, OH  
John Wczzka, WV  
Charles Guergesich, WR  
Student Board Member:  
Elliott Johnson  
Marguerite Boyd, TR  
Assistant Board Secretary:  
Regina Hawkins  
Zerrie Campbell, TX  
Sylvia Ramos, DA

Office of Finance Report

- Project Operating Cash Flow for Fiscal Year Ended June 2003 was included in the board packet.
- Review of summary regarding revenue and expenditures was included in the board packet.
- Revenue was projected at a negative 6.3 million variance at the end of 7/31/04. Expenditures were projected at a 3.4 million increase for the end of 7/31/04.
- Noted was an expected 3 million decrease in tuition due to decreased enrollment. Olive Harvey College was impacted the greatest. They (OH) were 1.6 million dollars under budget.
- A strategic Financial Plan involving an in depth qualitative and quantitative analysis in addition to an assessment of all (City Colleges) programs will be made to combat budget shortages.
- 31 million dollars in expenditures at the District Office was noted.
- A brief review regarding budget cuts from the ICCB were reviewed from information included in the board packet. ICCB will cut 27.2 million dollars from City Colleges budget within the next five years.

Office of Information Technology

- The go-live date for the Peoplesoft Student System is on target for the Summer of 2005.
- The five roll-out dates are as follows:
  - November 2004 – Course Catalog and schedule of classes
  - February 2005 – Financial Aid
  - March 2005 – Registration
  - April / May 2005 – Term Processing
  - September 2005 – Miscellaneous Processing
Office of Information Technology (cont'd)

- The District Leadership Committee will start working on recommendations to improve the effectiveness and efficiency of employees and students with business process changes.

- The PRSF Self Service for the part-time adjunct faculty will be available by Friday March 9th, 2004. This feature will allow the employees to view their pay records and benefits. For part-time staff, the self service feature will be available within the next few months.

Office of Administrative Services

- The RFP on the Washburn Culinary Institute Renovation project at the South Shore Cultural Center was released February 16th and is scheduled to receive its final bids no later than March 15th, 2004.