

BP 6251 PRINCIPLES OF BUDGET DEVELOPMENT

The Principles of Budget Development shall be used to allocate resources and thereby protect Santa Barbara Community College District's viability as an institution capable of fulfilling its educational mission. The allocation of resources shall accomplish the following goals:

Support student enrollment, retention and success
Maintain the highest quality of instruction and services
Meet the legal, contractual and accreditation obligations of the college

1. The College shall balance its budget; ongoing expenses shall be supported by ongoing income.

A general fund contingency reserve of 5 percent shall be maintained. One-time funds shall not be used to fund programs or activities on an ongoing basis.

2. ~~3.~~ In the event of one-time funding shortfalls or unanticipated expenses, reserves may be used to facilitate budget adjustments while expenses are reduced in the least disruptive manner. Use of reserves shall be short-term and the reestablishment of a 5 percent contingency reserve shall be the highest priority.

3. ~~2. The faculty, staff and administrators are one of SBCC's greatest resources.~~ Lay-offs of regular certificated and classified staff will be avoided if possible. In the event of funding shortfalls, positions that become vacant may not be filled, and reassignments may be necessary.

4. Cost effectiveness in all areas shall be a major factor in considering reduction/retention of programs and services rather than instituting across the board cuts.

5. Employee compensation shall be among the highest priorities in making budget decisions.

Funds shall be allocated in order to assure competitive salaries, benefits, and working conditions to recruit, retain, and motivate the best possible administrators, faculty and staff.

6. The college shall adhere to the principles of ~~shared~~ **participatory** governance while engaging in institutional planning and budget development.

7. Meeting the college's FTES (full-time equivalent student) cap in a cost effective and strategic

Adopted: by the Board March 27, 2003 Page 1 of 2 Revisions approved by the Board September 25, 2008