



Rio Hondo Community College  
Budget Reduction Task Force  
September 13, 2012, 2:30 p.m.  
Board Room

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Facilitator: Teresa Dreyfuss  
Attendees: Teresa Dreyfuss, John Frala, Henry Gee, Shari Magnus, Eva Menchaca, Kenn Pierson, Sandra Rivera, Mike Slavich, Rene Tai, Adrian Tanakeyowma, Colin Young, Adam Wetsman  
Absent: Robert Holcomb

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The meeting commenced at 2:30 p.m.

### Minutes

The August 2, 2012 Minutes were approved as presented.

### Introduction

Dreyfuss began the meeting to discuss two charts. The committee reviewed a chart comparing Parking Permit Fees at similar Community College Districts in the area. The other chart showed the 2012-2013 travel budget and 2011-2012 expenditures for each department. The purpose of the meeting was to discuss these two charts as well as discuss other revenue generating and cost saving measures.

### Parking Fees

Dreyfuss noted that the current parking fee for Rio Hondo College at \$22.50 per semester and \$10.00 for summer is well below every college in the area.

Rio Hondo sells on average 6,500 parking permits in the Fall and 6,600 parking permits in the Spring. The school also sells on average 60 replacement stickers per semester. Rio Hondo does not currently charge for parking permit replacements, while every other college on the chart does.

After reviewing the chart, the committee agreed that the possibility for an increase for parking fees and permits, as well as replacement fees, should be addressed in an Action Item at the November Board Meeting.

Due to the low cost of parking, the district has needed to subsidize Parking services every year and last year Parking services received a transfer of \$275,000. Over the course of 15 years, this has amounted to millions of dollars of District funds. In the past the board has been reluctant to raise fees, but in light of the financial crisis the committee hopes the board will be more conscientious about the change in fees.



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The committee favors a fee increase spread over 2 semesters in two phases:

- Phase One: Spring Semester 2013 from \$22.50 to \$30 per semester
- Phase Two: Fall Semester 2013 from \$30 to \$40 per semester

At \$40 per parking permit and 6,500 permits per semester the college can expect to generate \$260,000 per semester in parking permits rather than \$146,250. That is a potential increase of \$113,750 per semester.

The committee would like to raise the Summer parking permits from \$10 to \$20.

The committee would also like to see the daily permit raised from \$2 a day to \$3.

A charge for replacement parking permits at \$25 per permit and 60 permits per semester can generate another \$1,500.00. A \$5 fee for the replacement of Staff parking permits goes to the ASO fund.

Members of the staff do not currently pay for parking. There are 500 total faculty and if charged \$25 a semester that can raise \$12,500 per semester or \$25,000 over two semesters. Dreyfuss would like to look into what other Community Colleges in the area charge their staff for parking.

Maintenance for the school's roads and parking lots is already at a reduced rate this year, because of overspending in the past.

Menchaca noted some students have difficulty finding the parking booth to purchase daily permits. Slavich mentioned that the college is working on implementing 3 vending machines spread around campus to help accessibility.

The committee hopes that the Board will find the numbers very persuasive and permit the raise in parking fees.

### **Student Health Services**

Gee brought up fees for the use of the Student Health Center as it is also currently being subsidized by District funds. Gee would like to see a nominal \$10 charge for services such as the TB shot, Flu Shot, or fingerprinting.

The Health Center has often been used without charge and is cheaper than visiting a doctor, but often even with insurance there is a co-pay. By not charging for these tests, the Health Center is losing money. Gee would rather the cost charged at least cover the use of the services rendered to break even.



The State automatically regulates student health fees and the price will be going up to \$18-19, but students have been using the Student Health Services Center without paying. The Health Center should be able to look up whether a student has paid and if they have not, the center can direct them to where they can pay in order to use the services.

Gee has also looked into closing the Student Health Center at 7:00 as a cost cutting measure, since many students are not on campus at that time.

### **Assessment Center**

The Assessment Center is currently offering various tests such as typing tests free of charge. Menchaca would like a small fee to be charged for these tests.

Menchaca is working on becoming a Prometric Site. Prometric offers hundreds of tests for certification and the college receives money from the students who opt to take these assessment tests.

Menchaca is also looking into becoming a Pan Center where the public can come to take tests for Government and State Jobs.

LSAT testing has already rented 25 rooms for one day, however the rental rates for facility usage is too low. Dreyfuss would like to look into raising the price of facility usage fees as they have not changed in the past 10 years.

Also, the committee would like to review the La Verne Contract to see what they are charging and their proposal.

### **Copy Services**

It was mentioned also that Part Time Instructors have been making copies for other Institutions for free. The copy machines are District funded and Dreyfuss would like someone to investigate other districts to see how they handle this situation.

The copy machines should be code operated and it is possible to place a cap on the number of copies that can be made per code, however it has been found that identify theft has occurred as well. In terms of copies, paper is cheaper than the toner.



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## **VMA**

Rio Hondo pays VMA \$4,000 a month from District funds, but members of the committee are unsure as to why an outside company is needed when the college has a Marketing Department. However, it is important that the Board advertise what is going on in the college. \$7,750 a month comes from Bond funds for Facilities and Construction projects.

Also, the 50<sup>th</sup> anniversary of Rio Hondo this year is a landmark year to celebrate, but with tuition and parking going up the students may not be sentimental to the idea of spending extra funds on a celebration.

## **Travel**

Dreyfuss will work on tightening Board travel this year and will not spend the full \$24,000 allotted in the 2012-2013 budget.

## **Re-Assigned**

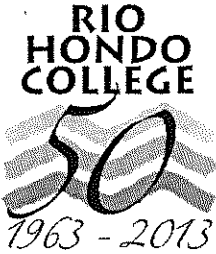
Pierson will continue to review re-assignment and release time. Pierson would like to note many of the coordinators in the departments with low enrollment such as the Adult Program and the International Studies Program have worked hard to help revitalize their departments. For instance, the Coordinator in the International Studies program worked to bring in the International Chinese students this summer to the benefit and great profit of the college.

Joanna Downey will also be working on release time to tighten in a few areas and reduce where possible. The Virtual College has been reduced by 40%. Pierson agrees there could be a lot more reduction and he will review it again. However, he does not want to hurt any beneficial programs and because of recent reductions to several coordinators, Pierson has already experienced some problems with coverage.

Young mentioned the possibility of paying Stipends rather than Load time. 20% reassign time for a regular faculty member making around \$80,000 can amount to an extra \$15,000 a year. The committee suggests a \$3,000 stipend per year instead.

## **Sports**

Young asked how much sports cost annually to the school in salaries. ASO pays for all travel and meals for sports activities.



### **Office Supplies**

The committee would like to look into purchasing office supplies from vendors other than Staples and would like to open a Purchase Order through companies such as Target or Walmart as their office supplies are often cheaper than Staples. It was suggested that the supplies from Staples have been found to be durable and have better quality in some cases, however some vendors have offered prices to the college at a saving of 30%.

Timothy Connell in purchasing has already looked into getting a better deal on printer cartridges from vendors other than Staples. Slavich offered to work on this project with Timothy.

### **Conclusion**

A large part of the discussion was centered on the possible revenue that can be generated from raising parking fees at the college across the board. The committee unilaterally agreed that the Board of Trustees should once again review parking fees to see if there can be some consensus on a plan to implement these fees.

### **Next Meeting**

Next meeting is Thursday, November 15, 2012 in the Boardroom.

The meeting ended at 3:30 p.m.