

B U D G E T C O M M I T T E E A P P R O V E D M I N U T E S
Friday, February 7, 2020 | AB 108 | 10:30 am – 12:30 pm

Members: Todd Hampton, John Hanecak, Lisa Brager, Laura Burns, Mohamed Eisa, Catherine Franco, Katherine Friedman, Teresa Towers, Kenyetta Tribble, Yifan Zhang, ~~Howard Li~~

Present: Todd Hampton, John Hanecak, Lisa Brager, Laura Burns, Katherine Friedman, Teresa Towers, Catherine Franco, Kenyetta Tribble

Guests: Becky Opsata

	TOPIC/ACTIVITY	PRESENTER	DESIRED OUTCOME	NOTES
1	Introductions	Todd/John		<ul style="list-style-type: none"> Student representative, Howard Li, will be replaced by ASDVC
2	Public Comment	Todd/John		None
3	Announcements	Todd/John		None
4	February 7 th Agenda Review	All	Approval	MSC
5	Minutes for December 6, 2019	All	Approval	MSC as written
6	Review and/or Discuss BC Charge/Charter	All		<ul style="list-style-type: none"> Distributed for review/discussion revised/approved Charge & Function BC needs PR recommendations by March 31 to review at April meetings Recommended joint meeting with BC & Categorical groups and/or PR C. Franco to invite Kim Schenk to share with BC at next meeting; knows categorical funds & PR process Budget Forums – April 27, 3-4:30 pm - Diablo Room and April 28, 3 – 4:30 pm SRC SEAP – Student Equity & Achievement Plan – categorical funding group
7	Update from College Council	Todd/John		<ul style="list-style-type: none"> No pressing agenda items presented

8	Update on Accreditation Standard IIID	Todd/Becky Opsata		<ul style="list-style-type: none"> • B. Opsata reported BC section of standard is clear. • Feedback on College BC sections I – IV should be directed to Becky
9	Update on Facilities Plan	Todd		<ul style="list-style-type: none"> • Art/PEK master plans RFPs to be issued on 2/10 • March 25th GB for project award • Goal final selection 2 – 3 week of March • Single firm preferred; three project teams; identified by March 25; develops Facilities Master Plan • Middle of 2020/2021 start • New bond needed; • Typically 10-year Facilities Plan; review of campus, Ed Master Plan, Tech Plan
10	Complete list of topics for discussion at proposed program review joint meeting	Todd/John/All		<ul style="list-style-type: none"> • More detail on higher cost items • Consider phasing for larger projects; • Justification for PR rankings • Include equity piece in PR; examine categorical funds • Incorporate diversity, equity, & inclusion in PR rankings • T.Hampton recommends continued discussion on how BC interacts with PR • Develop clarification of ranking process • Florence Espiritu & Lindsay Kong – PR co-chairs
11	Other: Future Agenda Items	Todd/All		<ul style="list-style-type: none"> • Routine topics such as budget projections - state, district local • Review accreditation fiscal standard and verify processes are being actively followed as written in report • Review budget allocation timelines and processes • Review district budget allocation formula, develop list of questions • Establish direct impact of FTES growth on college funding • Invite Jonah to discuss budget allocation formula and address questions • Consider ways to remove routine operational request from program review • Consider tying growth in operational funds to growth in program(s) i.e. FTES; headcount; square footage

				<ul style="list-style-type: none"> • Review equipment replacement process (apparently there is a college account) • Consider revising equipment replacement process (vs new) • Review IT plan and funding needs • Review material fee income in conjunction with Offices of Instruction and Student Services • Review FMAT fiscal health and risk analysis and identify any weaknesses. <p>T. Hampton will choose agenda items from list; committee members can request items be added as needs are identified</p> <p>J. Hanecak recommended reviewing Operational Budget files from Chris Leivas – 2011/2012</p> <p>L. Burns recommended review of item “remove routine operational request from PR” for Feb or March meeting</p> <p>Add ongoing “New Business” section on agenda</p>
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Future meetings: Remaining Spring 2020 BC meetings will be held in the Business Services Conference Room - AB 108 from 9 – 11 am on the following dates: February 28, March 13 & 27, April 10 & 24, May 8 & 22.