

BUDGET COMMITTEE UNAPPROVED MINUTES
Friday, April 10, 2020 | Via Zoom | 9:00 am – 11:00 am

Members: Todd Hampton, John Hanecak, Lisa Brager, Laura Burns, Mohamed Eisa, Catherine Franco, Katherine Friedman, Teresa Towers, Kenyetta Tribble, Shawn Mansu Kim, Rafael Grande

Present: Todd Hampton, John Hanecak, Lisa Brager, Kenyetta Tribble, Catherine Franco, Shawn Kim, Rafael Grande

Guests: Noha Basilius

	TOPIC/ACTIVITY	PRESENTER	DESIRED OUTCOME	NOTES
1	Introductions	Todd/John		
2	Public Comment	Todd/John		None
3	Announcements	Todd/John		None
4	April 10th Agenda Review	All	Approval	Motion to Approve – L. Brager 2 nd – C. Franco MSC
5	Unapproved Minutes from February 28, 2020 March 13 & 27 Meeting Cancelled	All	Approval	Motion to Approve – C. Franco 2 nd L. Brager MSC
6	Update from College Council	Todd/John	Information	T. Hampton – Discussed specific seats to from BC. No objections from College Council
7	Update on visit to PR Committee and the ASDVC	John	Information	Nothing new to report from either group. <ul style="list-style-type: none"> • Virtual meetings allows for more attendees • J. Hanecak will attend PR Committee Meeting today
8	Budget update	Todd	Information	Brief update from Business Officer’s meeting <ul style="list-style-type: none"> • D. Ballif finishing tentative budget turned in today • T. Hampton – false budget districtwide – no clear direction from DO or State on what things will look like. Salary increases, COLAs, PERS/STRS contributions, etc. • International enrollment up a bit.

				<ul style="list-style-type: none"> • As of now, all staffing needs will be included • Not able to address actual numbers of final budget Under hold harmless agreement, apportionment will not change • Anticipating another 2 years of hold harmless • Letter of support to be submitted • May lose some one-time money • Police Services will determine how parking fee refunds will be applied for students • Budget Forums – all cancelled until further notice
9	Program Review Committee	All	Discussion/Information/Action to be Taken	<ul style="list-style-type: none"> • COVID-19 – one student's parents tested positive; otherwise no reported cases on campus • Student attendance up • S. Kim – moved to Sacto; reports many Int'l student's returning home • R. Grande – increased meeting load; daily schedule extended with online classes; class workload increasing • CCC #'s remain low. • LAX mandatory mask order
10	Complete list of topics for discussion at proposed program review joint meeting	Todd/John/All		<ul style="list-style-type: none"> • Once budget #'s are in, priorities will be reviewed. If tentative budget passes, Todd will meet with Susan for direction • Categoricals should be as approved • PR recommendations expected within the last week of April • Categoricals from SEAP; put a on hold what can be funded • Categorical groups will attend next BC meeting
11	New Business	All		<ul style="list-style-type: none"> • Latest stay at home order put hold on construction projects; only essential if impact right now • Library roof quoted, but can't be considered essential at this time • Contractors have been responsive positively, but it is voluntary
12	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

				<ul style="list-style-type: none"> • 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 – Todd emailed 2/24 – awaiting dates from Jonah – After budget forum • 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 • 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.
13	Other Discussion			<ul style="list-style-type: none"> • Fall Schedule – summer all online; shadow schedule being built if face to face possible. Fall also • Geography 100% online lab; fall 100% degree possible for Comm degree • Standards for certified online options • Chancellor’s Office allowing some programs to fall into June to complete applied work needed for completion of program • Emergency SEAP funding to use for grants to students; \$6 million allocated from state with 50% must go to students impacted by COVID-19. • S. Kim – has heard a lot of students struggling due to job losses. Surveys sent to student body with responses of job loss; need for financial aid. • DVC Food Pantry: open one day/week • Culinary – excess perishable food will be donated to local organizations

14	Move to Adjourn			<ul style="list-style-type: none">Moved to adjourn – L. Brager/C. Franco
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Future meetings: Spring 2020 BC meetings will be held in the Business Services Conference Room - AB 108 from 10 – 12 pm on the following dates: ~~March 27~~, April 10 & 24, May 8 & 22. The March 13th & 27th meetings were cancelled due to the Shelter-at-Home order.