

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, May 8, 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, Daniela Ballif - Ex Officio Member

Present: Todd Hampton, John Hanecak, Lisa Brager, Laura Burns, Katherine Friedman, Mohamed Eisa, Kenyetta Tribble, Catherine Franco, Shawn Kim

Guests: Ligia Morcillo, Kyle Alvarado, Maitreyee Chandra, Percy Roper

	TOPIC/ACTIVITY	PRESENTER	DESIRED OUTCOME	NOTES
1	Introductions	Todd/John		Committee Members/Guest Introductions
2	Public Comment	Todd/John		None
3	Announcements	Todd/John		<ul style="list-style-type: none"> • T. Hampton announced J. Hanecak was willing to continue to serve as Co-chair of the 2020/2021 Budget Committee, along with T. Hampton, if elected by the Budget Committee. • J. Hanecak expressed gratitude in working with current Categorical managers & Governance Committee chairs; excited to continue to work with these groups as we continue to develop the coordination and communication envisioned in our resource allocation process
4	May 8th Agenda Review	All	Approval	Motion to Approve by M. Eisa Seconded by L. Brager MSC
5	Unapproved Minutes from May 1, 2020	All	Approval	Motion to Approve by K. Tribble Seconded by M. Eisa MSC, as amended
6	Program Review Committee Rankings	All	Discussion/Information/ Action to be Taken	<ul style="list-style-type: none"> • Report revised to indicate SEAP funding in blue • K. Tribble removed #ing from report as not related to BC recommendations • K. Tribble clarified that SEAP (Equity/3SP/BSI/DevEd),

				<ul style="list-style-type: none"> • C. Franco - SWP/Perkins funding in green • C. Franco clarified that SWP=State Funds/Perkins=Fed Funds • Approved Categorical Funding of \$319,659 (8.5%) of total for Band A, leaves \$3,452,427 to completely fund Band A • Other categorical funding sources available? Possibly Adult Ed – Kim S. or Emily? • After discussion, Summary Table content revised as needed for clarity • Recommendation made to add category breakdown next year by Academic vs. Support funding <p>Motion to Approve Revised Summary by L. Burns Seconded by M. Eisa MSC</p>
7	End of Year Committee Annual Report	All	Discussion/Action to be Taken	<ul style="list-style-type: none"> • K. Tribble provided published copy of last years BC Year End report to review. Discussion followed • Committee to make email recommendations based end of year report guidelines by B. Opsata. • M. Eisa recommended future goal to add end of year BC meeting to discuss/establish goals for the next year • Once developed/approved, end of year report will be forwarded to College Council
8	New Business	All		None
9	Move to Adjourn	Todd/John	Approval	Motion to Adjourn by M. Eisa Seconded by L. Burns MSC at 9:53 am

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.

Other Agenda Items for Future Consideration:

- 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 – 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.