Members present: Brock McMurray, Bill Devine, Sheri Horn-Bunk, Agnes Eguaras, Jo Ellen Patterson, Anthony Cordova, and Justin Madding as recorder.

Members absent: Barbara Amerio, Sharyn Eveland.

Call to Order:

The Taft College Budget Committee meeting was called to order at 2:14 p.m. by Brock McMurray.

1. Approval of Minutes:

The minutes from the May 4, 2016 meeting were approved by consensus.

2. Review of Charter for Budget Committee:

Brock McMurray handed out a copy of the Budget Committee Charter. Mr. McMurray reminded the committee that we are a subcommittee of the Governance Council, and proceeded to review the Charter by line with the committee.

No comments or concerns were made regarding the content of the Charter. Anthony Cordova suggested that the Charter header be updated with the new Taft College logo. The Committee agreed to the proposed change by consensus.

3. Funding Update for Non-Personnel Resource Requests:

Mr. McMurray produced a handout titled “Program Review Funded Items (at some level)” for review by the committee. Mr. McMurray explained that in 2015-2016 Governance Council submitted a number of funding requests following the Program Review process. The handout provided represents what items from the 2015-2016 Program Review Funding Requests have, at least at some level, actually been funded. Mr. McMurray further explained that creating the list of funded items is an effort to “close the loop” on the Program Review process.

An inquiry was made as to the funding sources for each item. Mr. McMurray said that funding sources can be identified by the respective VP’s responsible for each item, and that some items may have multiple funding sources.

The committee was pleased to receive the list of funded items because it is evidence that the Program Review process is working. Mr. Devine was particularly enthused, and explained that the list of funded items greatly supports accreditation.
A request was made, and it was agreed, that the handout be circulated to the committee members by email following the meeting.

4. **17/18 Budget Development Calendar:**

Mr. McMurray handed out a draft of the 2017-2018 Budget Development Calendar for review. He explained that the Budget Committee approves the development calendar, it is then provided to Governance Council, and then submitted to the Board of Trustees for approval. Mr. McMurray requested that the committee review the calendar outside of this meeting and submit any changes in the coming week so that we may move forward with the development calendar. He further requested that the committee approve the calendar via email following the meeting. The committee agreed to do so by consensus.

Mr. Cordova asked if this calendar affected grants, or if it was institutional budgeting only. Mr. McMurray said that it does not negatively affect grants. For example, if we were to receive a grant for additional moneys, the information for that grant would be submitted to the Board and approved as a budgeted item.

5. **Budget Update:**

Mr. McMurray presented a PowerPoint slideshow titled “West Kern Community College District FY 2016-17 Proposed Budget”. The content of the slideshow is incorporated herein and a copy attached to the official minutes.

Mr. McMurray communicated pertinent budgetary information regarding the California State Budget, its effect on community colleges, and the Taft College 2016-17 budget.

An inquiry was made as to the overall effect that a COLA increase would have. Mr. McMurray explained that when the State budgets a COLA increase, it provides an across the board increase to the Unrestricted General Fund. However, Mr. McMurray emphasized that we did not receive a COLA increase in the 2016-17 budget.

Sheri Horn-Bunk inquired as to the Proposition 39 Energy Efficiency funding and how that relates to any potential solar project. Mr. McMurray explained that our allocation of Prop 39 funds is not sufficient to cover a solar project. He further explained that we would not be able to use any Measure A funds in conjunction with Prop 39 funds because Measure A, having been passed in the early 2000’s, did not contain any provisions for solar projects. Through the use of an energy audit, the college has chosen to fund the “low hanging fruit” that can be covered with the Prop 39 funds. An example is our current Site Light LED Retrofitting Project. Ms. Horn-Bunk informed the committee that when CSUB received money from a proposition, they were able to work with Southern California Edison to arrange a matching grant agreement for their solar project.

Mr. McMurray noted that the State budget funded $200 million for Strong Workforce and our allocation from that funding is less than $200,000. Mr. McMurray deferred to Mr. Cordova to provide specific information pertinent to Taft College regarding Strong Workforce funding. Mr. Cordova said that our funding this year is an increase from last year. The reason behind the
increase is that the allocation calculation has been changed from being regionally based to being district based. This helps us because the calculation is based on FTES, unemployment rates, and the local availability of jobs.

Mr. McMurray noted that our district budget Unrestricted Fund revenue is lower this year than last year. The reason for this is that we received more one-time funds last year.

An inquiry was made as to the Proposition 51 Facilities Bond and whether we had a project funded. Mr. McMurray said that we did not, and that it is due to the State’s scoring prioritization. He said that the intention is to submit a project that will score well enough to ultimately be funded by a bond. Even with a high score, funding from Proposition 51 will only occur if it passes in November.

Mr. McMurray handed out copies of the 2016-17 Adopted Budget (pages 1 to 26). The content of the budget is incorporated herein and a copy attached to the official minutes. Mr. McMurray guided the committee through the Districts revenues and expenses as outlined in the budget.

6. **Budget Committee Evaluation:**

   This agenda item was tabled to the next meeting due to time constraints.

7. **Future Meeting Dates:**

   Mr. McMurray will coordinate with Sharyn Eveland for a future meeting date as he believes the standard dates and times conflict with her class schedule. A proposed meeting schedule will be circulated.

8. **Other:**

   None.

**Next Meeting:**

To be determined.

**Adjournment:**

The Taft College Budget Committee meeting was adjourned at 3:30 p.m.

Respectfully submitted:

_____________________________
Justin Madding