Members Present: Brock McMurray, Amanda Bauer, Bill Devine, Sheri Horn-Bunk, Fernando Lara (proxy for Anthony Cordova), Jo Ellen Patterson, and Geoffrey Dyer

Members Absent: None

Guests: Justin Madding, Recorder; Oleg Bespalov

The Budget Committee meeting of October 18, 2017, was called to order by Brock McMurray at 9:10 a.m. McMurray said that Oleg Bespalov is a visitor today who will help with one of the agenda items, and Fernando Lara is serving as proxy for Tony Cordova.

1. Minutes
   The minutes from September 20, 2017, were reviewed and approved by consensus.

2. 18/19 Budget Development Calendar
   The only change made to the calendar was the suggestion by Geoffrey Dyer to move item number 3 to January. The revised calendar will go to the Board in November.

3. Budget Update
   McMurray provided the budget update. As to the local budget, it has been passed by the Board. Our budget is now loaded into Banner thanks to the hard work from Amanda Bauer and Fiscal Services staff.

   As to the State Budget, please see portions of the handout provided. Each year the Chancellor’s Office makes a request (wish list), and the packet represents that request. This request is a little different than those made in the past because, in the past, the CCCCO recognized COLA and Growth requests. This year COLA and Growth are not listed in the request, but we have been assured that the requests for COLA, Growth, etc. do exist. The COLA and Growth requests are just assumed. This request is also designed a little differently than in the past.

   Referring to page 4, the General Operating Expenses of $200M represent Base. Referring to Page 5, there is a request for $75M for Full-Time Faculty Hiring. These two requests are the Chancellor’s big ticket items. Referring to page 9, this chart represents a breakdown of the requested items and their corresponding dollar amounts.

   McMurray said that he and Bauer are going the ACBO Fall Conference next week and will get a lot of inside information from the Chancellor’s Office and the Department of Finance. Horn-Bunk asked if McMurray has any particular agenda at ACBO. McMurray said that he is part of a regional CBO group. That group is currently lead by Dan Troy. He said that we have monthly conference calls for discussions and coordination, but the statewide push has been for Base increase for covering STRS and PERS. So yes we have an agenda, but the big push is towards our STRS and PERS obligation. Dyer said that there have been a lot of conversations in the colleges regarding vision and a general acknowledgement that this Chancellor is a little different from the last.

   Dyer also mentioned that the Guided Pathways assessment is due December 23, 2017, so the Guided Pathways dollars likely will come in around April, so that may affect our planning.

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4. **Budget Adjustments**

McMurray provided a copy of a memo submitted to the Board with budget adjustments. He went through the adjustments with the committee and spoke on the topic of the 5 year deferred maintenance and instruction equipment plan.

5. **APR Funded Items Update**

Madding referred the committee to the Program Review Funded Items list. He said that this is a revised list. Goal number 7 regarding the request for funding related to a Professional Development Program has been removed. That item was added in error after he misread an email from Robert Meteau. Madding explained that he thought the email was telling him that the item was funded, when in fact the email said that the item had not been funded yet. Meteau subsequently asked about the funding since it was on the list of funded items, and that is when Madding realized the error. This new APR Funded Items list reflects this change.

Dyer said that it could be a little confusing with funding for PD and IEPI as both committees have separate funding sources. He said that we need to be careful because the PDC goals may be too broad for IEPI funding.

McMurray informed Bespalov that the Foundation provides Innovation Grants ($20,000) for faculty use.

Horn-Bunk asked where the funding for the hunger allocation is being held. Bauer directed her to Primavera Arvizu for further information on the allocation, but said that the hunger allocation has its own designated fund.

6. **Budget Committee Evaluation**

McMurray said that at the beginning of the year we go over our charter and at the end of the year we do an evaluation. We only had 4 responses to the evaluation. The year before that we had 8 responses. He said that last year there was some confusion about committee evaluation and the evaluation came out a little later than normal. In the past we would take the evaluation and go through it and try to set some goals. We look at the past couple of year so we can see changes over time. McMurray proceeded to go through the evaluation in comparison to the prior year evaluation, question by question. He noted a prior change based on evaluation was the extension of meeting time from one hour to one and a half hours.

McMurray referred the committee to the new evaluation forms provided by Oleg Bespalov. He said that we will use this new form for creating our 17-18 goals. McMurray and Madding will complete section I. McMurray noted that we have never had an ASB representative, but would await communication from Bespalov on the status for obtaining a student rep.

Section II is analysis of prior year goals. The first goal was the expanded definition of and knowledge of fixed expenses, which was completed. The second goal was awareness of new funding sources, which was also completed.

Section III is analysis of prior year recommendations. The prior year recommendation was grant awareness. This recommendation was resolved. We had in depth discussions last year regarding the grants.
Section IV is a list of processes this committee oversees/facilitates. One process is the development and management of the Budget Development Calendar. Another process is the APR Funded Items list. Both processes are clearly documented.

Section V is 2017-2018 goals based on the committee charter, and alignment with ACCJC Standards and the Strategic Action Plan. At this point Bespalov provided clarification on goals versus recommendations. He said that the recommendations would flow from the peer review process. A discussion of potential goals followed. The following goals were set:

- Understanding of the various funding sources and their corresponding acronyms.
- Better understanding of facilities financing.
- APR Funded Items list.

Any additional potential goals from the committee members should be forwarded to McMurray and Madding.

On the peer review form, number 10 relates to training of members on the committee functions. McMurray said that what he has done in the past gone over the charter, but he will confer with Bespalov on some things to do with the new member training.

McMurray said that at some point we will be assessed by our peers using this form, so the committee members should familiarize themselves with the form.

7. Other
   As to meeting time, McMurray asked if 9:00 a.m. or 9:10 a.m. was better for everyone. The committee agreed that 9:00 a.m. was fine.

   Meeting adjourned at 10:30 a.m.

   Respectfully submitted by:

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   Justin Madding