

Minutes for Budget Committee

Monday 10/28/24 4:00 p.m.

Campus Center 218

Attendance

Co-Chairs:

Faculty Co-Chair: Kailani Henry

Administrator Co-Chair: Queen King

Classified Co-Chair: Victor Crosthwaite

Members Present:

Alex Lewis, Erica Giblin, Jessica Wojtysiak, Jo Ellen Barnes, John Bolton, Kimberly Nickell, Kyungjin Menjivar, LeAnn Riley, Nick Strobel, Somaly Boles, Tim Bohan, Yazahydi Samaniego, Kelvin Winston

Members Not Present:

Angela Williams, Cesar Sosa, Jerry Fliger, Jessalyn Choate

Guests:

None

Called to Order

- Kailani Henry called to order at 4:02 p.m.

Approval of Agenda

- Approval of Agenda
 - *Motion/ First Erica Giblin/ Second Somaly Boles/ Approved*

Approval of 9-23-24 Budget Committee Meeting Minutes

- Approval of 9/23/24 Meeting Minutes
 - *Motion/ First Nick Strobel/ Second Kyungjin Menjivar/ Approved*

Budget Committee Charge Update

- Academic Senate returned the budget committee charge with some minor recommendations
- The committee discussed summer meetings. The charge was updated to reflect “in an emergency”.
- *Motion/First Nick Strobel/Second Tim Bohan/Approved*

Accreditation

- The ISER final version was presented to the Board Accreditation Subcommittee. Currently, it is under review and going for a first read at the November meeting. The ISER will be voted on at the December 12th Board meeting. The report will be signed and submitted by 12/15/24.

FY24-25 Master Budget Timeline Update

- The 24-25 BC Master Budget Fiscal Calendar is being updated to include BC specific budget deadlines such as program and resource reviews. The goal is to create one document or location to communicate budget deadlines for the college. The yellow-highlighted items reflect these updates to the BC Budget Master Fiscal Calendar and are from various aspects of Program Review.
- The document will also be posted to the Budget Committee website under today's meeting in the Supporting Documents section and the budget office webpage.
- Jo Ellen Barnes will email the draft document to the committee.

5% Budget Reduction Scenario Update

- The 5% budget reduction scenario is still in process. The instructional and operational impacts on such reductions are being reviewed. The goal is to support instruction and be able to support class sizes for our students. Other revenue opportunities, reserves, and maximizing current funding are being reviewed. The goal is to finish a draft scenario by the end of November to be discussed in a future Budget Committee meeting.

District Wide Budget Committee

- This committee did not meet in October but is scheduled to meet in November.

Budget Decision Criteria Document

- There were no substantive changes to the document. The Budget Decision Criteria Document will use key words to replace elongated links to address accessibility concerns and continue to use questions rather than statements to better capture essential dialogue. The Budget Decision Criteria Document will go to the College Council for approval.
- *Motion/First Nick Strobel/Second Somaly Boles/Approved*

Budget Open Forum & Budget Committee Meetings

- The November Budget Open Forum will take place as planned, November 25, 2024.
- The format of the November Budget Open Forum will be similar, but will include some additional information regarding revenue sources, expenditure, and updates on Measure J projects.

- Annually, there are two Budget Committee meetings replaced with the November and April budget open forums. The Budget Committee chairs discussed the need to conduct the Budget Open Forums as separate events and maintain the November and April budget committee meetings. Next April, the goal is to conduct a budget committee meeting and a budget open forum. The budget committee chairs also discussed bringing upcoming Budget Open Forum topics and reviewing the presentations to the Budget Committee prior to the budget open forums. This change in meetings will assist in creating more budget transparency.
- The 5% budget reduction scenario needs to be discussed with College Council before it is provided to the campus community. The 5% reduction scenario was a request from a Board member. It is not an actual plan, but more of a “what if” scenario based on the tentative budget. The budget, since then, has been adopted.
- Any further questions regarding the Budget Open Forum can be sent to Queen King.

Annual Budget Committee Photo

- The Budget Committee photo will be taken right after this meeting.

Meeting Adjourned

- 5:01 *Motion/First Nick Strobel/Second Tim Bohan/Approved*