



PLANNING & BUDGET COMMITTEE MEETING NOTES

Present: D. Eberhardy, C. Renbarger, Armine Derdarian, Cesar Flores, Linda Kama'ila, Jonas Crawford, Leo Orange, Rainer Mack, Tom O'Neil, Everardo Rivera, Amparo Medina, CeCe Chavez, Gabriela Rodriguez, Carolyn Inouye, Linda Fa'asua, Juan Martinez,

Not Present: M. Bush, Alan Hayashi

Guests: There were no guests

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| Meeting Date: 3/20/19 | Review of Action Notes: 2/20/19 | Recorded By: Lori Jay |
| AN = Action Needed | AT = Action Taken | D = Discussion |
| | | I = Information Only |

- The meeting was called to order at 2:05 p.m.

| | TOPIC | | DISCUSSION | ACTION NEEDED | ACCJC STANDARD |
|------|-------------------------|---|---|---------------|----------------|
| I. | Welcome / Call to Order | I | The meeting was called to order at 2:05 p.m. C. Renbarger ran today's meeting for M. Bush. | | |
| II. | Adoption of the Agenda | I | T. O'Neil moved to approve the agenda. J. Crawford seconded, <i>and the motion carried unanimously.</i> | | |
| III. | Public Comments | | There were no public comments. | | |
| IV. | Review of Meeting | I | The Committee reviewed the minutes of the February 20, 2019. | | |

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| | Minutes and Action Items | | | | |
| | | AT | E. Rivera moved to approve the minutes. T. O'Neil seconded, <i>and the motion carried unanimously.</i> | | |
| V. | State Budget Update | I,D | <p>C. Renbarger discussed the State Budget and provided three handouts, "Apportionment Estimates for 2018-2019", "California Community Colleges Memorandum, Apportionments" and "FY20 Revenue Projection". He stated that we will not be getting as much funding from the State Budget as was previously reported. We will receive approximately two million for the district.</p> <p>C. Renbarger discussed that the District is looking at the PERS and medical insurance for retirees. T. O'Neil wanted to confirm that switching insurance providers would not cause retirees to lose their coverage. C. Renbarger responded that the District has expressed its continued commitment to provide coverage, as previously agreed upon.</p> <p>There may be updates when the May Revise Report comes out. Our budgeting will be completed using the hold-harmless amount. VCCCD will be receiving the COLA.</p> <p>There was discussion on the Student Centered Model and using this formula.</p> | | |
| VI. | Update on Vetting of Resource Requests | I,D | <p>C. Renbarger stated that the finalized versions of the requests went out to the Senates. M. Bush and A. Medina attended the Academic Senate meeting and reported on the spreadsheets. A. Medina also reported to the Classified Senate meeting on March 15, 2019.</p> <p>D. Eberhardy stated that the Resource Requests recommendations will be finalized at the PBC meeting on April 17, 2019.</p> | | III.A-D IV.A |

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| VII. | Discussion for process of closing the Loop on Resource Requests | I,D | <p>C. Renbarger stated that it is the President's intent to announce awarded requests at the Fall All-College Day in August 2019.</p> <p>There was some discussion of Instructional Supplies. We are exploring providing operational instructional resources through the general budget, or some other source. The PG Workgoup is exploring the idea that for future years, Resource Requests would be used for program improvement, rather than normal operational needs.</p> <p>There was discussion of the possibility of sending out an email after the May Revise to keep everyone aware of the requests that will be funded, possibly mid-May, and including the rationale involved. It would be helpful for the college to know the funding before the Fall 2019 school year, possibly through the Deans by late June, so budgeting can be accurate.</p> <p>The Committee discussed some of the items that were on the agenda of the Board Meeting of March 19, 2019: Infrastructure, general funds. There was discussion of the timing of funding by the District, reserves, and planning ahead, general funds.</p> <p>There was discussion of the process of year-long spending and at the end of the year, what is left goes to the infrastructure account, up to 2% of the college's unrestricted general fund budget. The primary concern is to have departments and division to have supply budgets in the general fund.</p> <p>D. Eberhardy discussed the following regarding closing the loop on the Resource Requests:</p> <ul style="list-style-type: none"> • Discuss at Dean's meeting of April 4, 2019 • Transparency • Budget Concerns • How are supplies budget being dispersed (using reserves | | I.B-C III.A-D |
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| | | | <p>has to be approved through the Board</p> <ul style="list-style-type: none"> Funding should be in the hands of the Deans (there was discussion on when the Deans met to discuss funding of Resource Requests and that we need to share) | | |
| VIII. | Discussion on how to Handle Multiple Program Resource Requests for Same Item | I,D | <p>C. Renbarger discussed the multiple requests submitted this year for same resource. The Committee discussed the possibility of making it clear for the sub-groups, for multiple requests on the exact same request, that they could be submitted by the Division Dean for their particular area, with Program Review Reports.</p> <p>There was a suggestion and discussion of the idea of modifying resource requests. The idea was that departments would like to have the ability to be responsive to unanticipated changes that occur during any given year. There was discussion and a general consensus that this was a good idea.</p> | | III.A-D |
| IX. | Follow-up Items for Next Meeting | I,D | <ul style="list-style-type: none"> Details of how some resource requests are split up (supplies) and how funds are being split in each Division Ratings of the Resource Requests More info on what is happening with the State Budget. Budget book – understanding it Report out from the Deans meeting of 4/4/19. | | |
| X. | Future Meeting Dates | I | <p>The remaining Planning & Budget Committee dates for 2018-2019 are as follows:</p> <ul style="list-style-type: none"> April 17, 2019 May 7, 2019 | | |
| XI. | Adjournment | | The meeting adjourned at 3:35 p.m. | | |

Handouts:

Apportionment Estimates for 2018-2019

California Community Colleges Memorandum, Apportionments”

FY20 Revenue Projection