

Budget Committee (BC) (Tuesday, March 22, 2022)

Generated by Allison Frazier on Tuesday, March 22, 2022

1. Welcome/Call to Order

Procedural: 1.1 Committee Purpose, Responsibilities, and Membership

Present: Chris Renbarger, Amy Edwards, Ishita Edwards, Jonas Crawford, Lilia Ruvalcaba, Leo Orange, Tom Stough, Cesar Flores, Berenice Rodriguez, Fidelia Flores (Proxy for Linda Fa'asua), Amparo Medina, Damaris Figueroa, Luis Gonzalez, Carolyn Inouye, Alan Hayashi

Absent: Linda Fa'asua, Litzy Chavez

Guest: Susan McDonald, Joel Diaz, Gaby Rodriguez

- **The meeting was called to order at 2:31 PM.**

Information: 1.2 2021-2022 Committee Goals (Informational)

2. Adoption of the Agenda

- **L. Orange motioned to adopt the agenda, and I. Edwards seconded. The motion passed.**

3. Public Comments

Accreditation Standard I.C., Procedural, Discussion: 3.1 All public comments are limited to two minutes.

- None

4. Review of the Minutes

Minutes: 4.1 22 February 2022

- **I. Edwards motioned to approve the minutes, and L. Ruvalcaba seconded. The motion passed.**

5. Standing Items

Accreditation Standard III.D., Report: 5.1 Budget Lesson: Proyecto Exito Report

- G. Rodriguez shared a presentation on Proyecto Exito's budget.
- I. Edwards asked how much money is in their budget.
 - The grant is for \$3,000,000 spread over 5 years.
- I. Edwards asked how students get into this program.
 - G. Rodriguez noted that Proyecto Exito provides workshops and other services to all students.
- A. Edwards asked how the first year felt.
 - G. Rodriguez noted that there was some difficulty in hiring, as the number of roles needed to become federally competitive were not financially sustainable.
- L. Ruvalcaba asked about Professional Development opportunities.
 - G. Rodriguez is working on launching a book club.
- C. Flores asked if this is a grant that OC can reapply for.
 - G. Rodriguez said that they could adjust with later funding sources and make an Exito 2.0, but it wouldn't be the exact same.

Discussion: 5.2 Budget Q&A

- None

6. Chairs Report

- There is nothing new to report on DCAS.

7. Action Items

Accreditation Standard IV.A., Action: 7.1 Ongoing Brown Act Vote

- **The vote was held, and it passed 11 yes to 2 no. The Budget Committee will meet online in April.**

Accreditation Standard I., Action: 7.2 PG Manual Charge Review

- **The committee reviewed the charge and no recommendations were made. Committee members were requested to send their recommendations to C. Renbarger, A. Edwards, and A. Frazier.**

Accreditation Standard III.D., Action: 7.3 Resource Request Ranking Affirmation

- All resource request ranking groups but Deans Council.
 - I. Edwards asked what role the Budget Committee has in this process.
 - A. Edwards clarified that if there is something that brings pause, such as if there is something inaccurate from the ranking meeting, Budget Committee is another check and balance on the resource request ranking.
 - J. Crawford asked for clarification on what happens at the next level.
 - It goes on to CPC, who will send it on to the College President. If the Administration do not follow the recommendations of the Ranking list, then they will provide a written response for why.
 - J. Crawford asked about the Budget Committee's role since it seems more like a watchdog or rubber stamp, but there doesn't seem to be much financial component to the Resource Request process. C. Renbarger requested this be considered for the PG Manual Charge Review as it has more implications for Budget Committee's responsibilities.
 - A. Medina asked if the quantity should be included in form consistently. She also noted that there were three grounds maintenance workers requested, but we may not support all three, while having at least one grounds maintenance worker is critical/urgent.
 - A. Hayashi said that maybe in the future, multiple requests should be ranked separately.
 - A. Edwards suggested that this may be something to separate out in Budget, considering the budget.
 - I. Edwards asked about a line item about the Library employee
 - L. Gonzalez suggested in the chat that for future ranking, the committee make use of "a spreadsheet or online app that autosums all of your rankings (and quantities) for anything ranked Necessary or higher. IF we had a dollar amount to start with I can also envision some color coding to indicate when we are getting close to reaching the total budget or exceeding it."
- **J. Crawford motioned to approve the resource request ranking sheet as is without the Deans' Council areas. A. Medina seconded. The motion passed unanimously.**

8. Unfinished Business

Discussion: 8.1 April 26 Meeting Date

- The committee discussed the meeting date options.
- **The vote was held, and the meeting was moved to Wednesday, April 27 at 2:30 PM.**

9. New Business

Accreditation Standard III.D., Information: 9.1 Total Cost of Ownership

- C. Renbarger shared the concept of Total Cost of Ownership. He asked which categories should be included in the college definition of Total Cost of Ownership.
 - I. Edwards noted the importance of Purchase price and Usage costs, but the End of Life costs seem too far off to include.
 - A. Hayashi asked if the End of Life costs are already included when the item is purchased.
- **A. Medina motioned to include the Purchase Price, Acquisition Cost, and Usage Cost. I. Edwards seconded. The motion passed 11 yes to 1 no with 1 abstention.**

10. Future Agenda Items

- STEM
- TRIO
- Goals
- Self-Evaluation Survey
- Deans Council Resource Request Ranking Affirmation

11. Future Meeting Dates

- Wednesday, April 27, 2022

12. For the Good of the Order

- The Condor of the Month announcement will happen tomorrow.

13. Adjournment

- **The meeting was adjourned at 4:00 PM.**

College Planning Council (Thursday, April 28, 2022)

Generated by Allison Frazier on Monday, May 2, 2022

1. Welcome/Call to Order

Procedural: 1.1 Committee Membership

Present: Chris Renbarger, Amy Edwards, Ishita Edwards, Lilia Ruvalcaba, Linda Fa'asua, Amparo Medina, Berenice Rodriguez, Damaris Figueroa, Oscar Cobian, Alan Hayashi, Ron Lacson

Absent: Luis Gonzalez, Keller Magenau, Art Sandford

Guests: None

- **The meeting was called to order at 3:34 PM.**
- Next year, the facilitator will be Oscar Cobian.

2. Adoption of the Agenda

- **A. Edwards motioned to adopt the agenda, and I. Edwards seconded. The motion passed.**
 - It was requested to remove the Constituency Feedback agenda item from the agenda. It was also requested to move the action items to after Public Comments.

3. Public Comments

Procedural: 3.1 All public comments are limited to two minutes.

- None

4. Review of the Minutes

Minutes: 4.1 24 March 2022

- **A. Edwards motioned to approve the minutes, and O. Cobian seconded. The motion passed.**

5. Informational Items

Accreditation Standard I.C., Information: 5.1 PG Committees Annual Goals Reports

Accreditation Standard I.C., Accreditation Standard III.D., Accreditation Standard IV.A., Information: 5.2 Resource Request Funding Summary

Accreditation Standard III.D.: 5.3 2022–2023 HEERF/CARES Institutional Budget

6. Action Items

Action: 6.1 Affirmation of the Deans' Resource Request Rankings

- Committee members asked clarifying questions about where these rankings' funding would come from.
- The IELM in particular is a pot of money that projects draw from--it does not go directly to their department budgets.
- The comments are sharing the Deans' perspectives on how maintenance of funding could be considered in the future, but the rankings themselves are for the specific purchases.
- **A. Edwards motioned to affirm the Deans' Resource Request Rankings, and A. Hayashi seconded. The motion passed.**

Action: 6.2 Committee Self-Assessment

- The committee took 10 minutes to complete the self-assessment during the meeting.

7. Unfinished Business

Discussion: 7.1 2022 Committee Goal Review

- The committee discussed their goal progress for the 2021–2022 year.
- Goal 1: The committee established a workgroup, and the workgroup has completed the draft of the Participatory Governance Manual. The Manual is going through its second read for Academic Senate, and it has been approved by Classified Senate and Associated Student Government.
- Goal 2: The committee supported the development of the ISER Standard IV. A. through writing and review. There are sections that need to be completed, so this may need to come back in Fall.
- Goal 3: This goal is complete as the committee reviewed the master plans throughout the year.
- Goal 4: This goal was done throughout the year, but CPC can do better in clarifying its responsibilities and solidifying the role that is being communicated. This should be continued next year.
- Goal 5: This goal was completed.
- Goal 6: This goal was started. The definitions were drafted, and the rubric is in process. Next year, the rubric will be finalized, and the evaluation of processes can begin then.

8. New Business

8.1 Constituency Feedback

- None

Discussion: 8.2 PG Manual Draft

- Consensus was positive. Academic Senate needs to give it a second read, and both ASG and Classified Senate approved the draft.

Accreditation Standard I.C., Discussion: 8.3 Facilities Master Plan Review

- A. Hayashi shared his concern that the stadium track is not fit for hosting events. He also shared the recommendation to make the possible housing available to new employees at a rate pulled out of their salary at a lower rate than the average cost of housing in the area.

- D. Figueroa recommended including a club space in the Welcome Center near the ASG space.
- I. Edwards expressed concern about demolishing the LA buildings as that would reduce lecture space that is necessary.
 - C. Renbarger noted that the plan as it is written would not demolish LA until the STEAM building would be complete to take over the needed lab and lecture space. Part of the reason why we are looking at building more lab space than lecture space is because the State funds building based on Capacity Load measurements. The FMP building plan is based on the Capacity Load measurements to ensure that the projects are fundable. We will want to stop and analyze what we need and what we want to do from the plan each year.
- L. Fa'asua asked if the Student Services Welcome Center is moving to a different building.
 - The Welcome Center would be a building at the "front door" of the campus, but it would not replace anything from Student Services.
- A. Edwards clarified that the FMP is the first step of announcing the college's intention to do certain projects for the chance to go out for funding. Any projects that are not in a Facilities Master Plan will not be funded by the state. There were problems with the Performing Arts Building plans not matching the campus needs, so we can apply those lessons to our future hopeful projects.

Accreditation Standard I.C., Discussion: 8.4 ISER Feedback

- Committee members have been assigned to read sections of the ISER. The assignment sheet has a link to a Microsoft Form to provide feedback.

Accreditation Standard I.C.: 8.5 Goal 6 Definition and Rubric Review

- This was presented as an informational item, and it will come back in the fall.

9. Standing Reports

Report: 9.1 Academic Senate Report-Out

- They are reviewing their bylaws.
- New reps will be seated by May 9.
- There is discussion about a lifetime achievement award for faculty.
- The employee excellence award nominations will be available by the first week of May.

Report: 9.2 Classified Senate Report-Out

- The Classified Retreat will be June 23.
- They are reviewing their bylaws.
- Senate elections will be in May.
- The Classified Leadership will be in June.

Report: 9.3 ASG Report-Out

- ASG will be training new officers throughout the summer.
- There will be a May 2 event to help students to destress before finals. There will be puppies.
- There will also be a Cinco de Mayo event with a speaker, food, and music.

Report: 9.4 Management Report-Out

- Fall Flex day will have trainings for the PG Committee chairs and members.

10. Future Agenda Items

11. Future Meeting Dates

12. For the Good of the Order

- There will be a student-led OC Live event on May 4.

13. Adjournment

- **The meeting was adjourned at 4:27 PM.**