

Budget & Resources Committee
 Minutes - Draft – 01/19/22
 2:30pm to 4pm,
 ZOOM: <https://vccd-edu.zoom.us/j/94806615688>
 Handouts: Workgroup: Replacement Equipment Process-11/29 & 12/6/21

Budget and Resource Committee Membership 2021-22			
Voting Members			
Faculty (9):	Constituency/Title	Name	Attended
1	Academic Senate President or designee	Stephanie Branca (Tri-Chair)	
2	Career Education 1	Vacant	
3	Career Education 2, Coordinator, Nursing	Sandra Melton	
4	English, Math & Communications	Vacant	
5	Health, Kinesiology, Athletics & Performing Arts	Ned Mircetic	
6	Library, Languages, Behavioral & Social Sciences, Visual Arts	Mark Pauley	
7	Sciences & Distance Education	Steve Palladino (FOG Representative) (Spring Sabbatical)	
8	Student Services	Emily Bartel, Alternate-Vanessa Chacon	
9	At Large	Vacant	
Student (1):	ASVC – Director of Finance	Hero Huang	
Classified (4)			
1	MESA-Coordinator	April Montes	
2	Sciences/Administrative Assistant	For Erin Askar -Katheryn Solorio (Classified Alterate)	
3	Sciences/Instructional Lab Tech II	Carol Smith	
4	Sciences/Instructional Lab Tech II	Alan Wood	
Classified Supervisors (2)			
1	VCBAS/College Services Supervisor	Susan Royer	
2			
Administrators (2)			
1	Career Ed/Academic Dean	Felicia Dueñas or Debbie Newcomb	
2	VCBAS/Director, College Information Technology	Grant Jones	

Budget & Resources Committee
Minutes - Draft – 01/19/22
2:30pm to 4pm,
ZOOM: <https://vccd-edu.zoom.us/j/94806615688>
Handouts: Workgroup: Replacement Equipment Process-11/29 & 12/6/21

NON-VOTING MEMBERS			
1	VP-Business Services	Cathy Bojorquez – Tri Chair	
2	Director, Facilities, M & O	Orlando De Leon	
3	Recorder	Maureen Jacobs	
3	Dean, Health, Kinesiology, Athletics & Perf. Arts.	Bernard Gibson	
4	Dean, Institutional Effectiveness	Phillip Briggs	
5.	Dean, English, Math & Communication	Boglarka Kiss	
6.	Deans, Student Services	Jesus Vega, & Leticia Canales	
7.	Faculty, History	Collen Coffey	
8.	Biology, Faculty	Preston Pipal	
9.	Accounting, Faculty	Mark Frohnauer	

Agenda Item	Discussion Notes	Action
1. Welcome / Introductions	Cathy welcomed the committee.	
2. Public Comments	None	
3. Action Items: A. Approval of Agenda B. Approval of Minutes 11/17/21	A. Mark moved to approve the agenda and Sandy seconded. None objected. The Agenda was approved. B. Mark moved to approve the 11/17/21 minutes and Felicia seconded. None objected. The Agenda was approved. (Leticia abstained as she didn't attend)	
4. Discussion Items: A. Out of Cycle Requests B. Refresh Funding Workgroup Update (Handout was sent to committee.)	A. There are no Out of Cycle Requests. B. Stephanie presented the Workgroup's 11/29 and 12/6 report. This report covered the workgroup's goals for new equipment replacement, replacement equipment process, no inventory for existing equipment and its maintenance and identifying the funding for same. She asked for the committees thoughts and questions. April Montes asked if she could charge her own budget rather than the procedures . Cathy replied that many things depends on the details. If it is a large new purchase, we would ask you to put it through Program Review identified that you are using your funds. Campus-wide with categorical such Perkins or Guided Pathways, there may be funds to buy equipment but it is part of Program Review. She gave examples. Leticia added that as they are going through accreditation, we will be asked how we would spending our program allocation. We will be able to be transparent being able to explain these processes depending on which kind of equipment purchase. This will make it easier for all programs and is thankful for it.	
5. Program Review Initiatives–Phil Briggs A. Review prioritizations	Phil sent the Program Review rankings for equipment to the committee members for review and ranking. At this time they have been ranked by the Program and Area. There are some questions regarding duplicates and whether or not an initiative may be on the wrong list. Cathy will bring this back to BRC at our next meeting so the committee can ask, if needed for more information or have concerns. Phil pointed out a duplicate on the list.	

Budget & Resources Committee
Minutes - Draft – 01/19/22
2:30pm to 4pm,
ZOOM: <https://vcccd-edu.zoom.us/j/94806615688>
Handouts: Workgroup: Replacement Equipment Process-11/29 & 12/6/21

Agenda Item	Discussion Notes	Action
6. Budget Report – Cathy Bojorquez A. DCAS Report Out(Link to Board Docs) B. Budget Update		
7. Technology Advisory Group Report – Grant Jones or designee		
8. Facilities Oversight Advisory Group Report – Orlando De Leon and Steve Palladino, or designee		
9. Items to report to CPC		
10. Future meeting agenda suggestions		
10. Announcements:		
11. Adjournment/Next Meeting	The next meeting is February 16, 2022	

FY20-21 Charge (Revised): The Budget and Resource Committee (BRC) is an operational committee responsible for making recommendations to the College Planning Committee and the Ventura College Executive Team. The faculty Co-Chair of the BRC or designee serves as a member of the Accreditation Steering Advisory Group and makes a budget report to the College Planning Committee about Ventura College budget and resource activities. The BRC meets regularly to consider and recommend program review resource requests that support the goals of Ventura College and the District Educational Master Plans, performs usage analysis of College resources to support a sustainable budget, considers strategic and budget planning, accountability issues, social justice and equity, and analyzes total cost of ownership issues for Ventura College. The subcommittees of the BRC are the Facilities Oversight Advisory Group and the Technology Advisory Group, which prepare reports and make recommendations to the BRC.