

**Budget Resource Committee
Meeting Minutes
February 19, 2020, from 2:30-4PM (17 attended)
MCW-312**

Handouts and Emailed: DCAS Agenda 01/16/20, Retiree Health Benefits 6ME 12/31/19, Allocation Scenario 10-All Student Success Counts, (Emailed only: Program Review-Equipment and Facilities Rankings)

Members		
	Constituency-Dept./Div.	ATTD
Faculty (9) Voting		
Andrea Horigan	Academic Senate President Designee-Tri-Chair	x
Mark Pauley	Visual Arts/Beh.& Soc. Sci.	x
Kelly Peinado	English, Math & Lrng. Res.	x
Sandra Melton	Career Education	
Stephanie Branca	Career Education	
Steve Palladino	Sciences (also FOG Rep.)	x
Emily Bartel	Student Services	x
Ned Mircetic	Health/Kin/Per Art	
Maria Reyes-Sanchez	At Large	
Student/Classified/Administration (9) Voting		
Carlo Plasencia	Student Rep/ASVC Treasurer	
Katheryn Solorio	Admin Asst.-Career Education	x
Erin Askar	Admin Asst.-Sciences	x
April Montes	Program Coordinator, MESA	
Carol Smith	ILT II-Sciences	
Susan Royer	College Services Supervisor-Bus. & Admin. Svcs.	x
Jeanine Day	Fiscal Services Supervisor – Bus. & Admin. Svcs. Tri-Chair	x
Felicia Duenas	Dean, Career Education	x
Grant Jones	Information Technology Director	x
Guests		
Cathy Bojorquez	VP Business & Admin. Services, Tri-Chair	x
Orlando De Leon	Director, FM&O	x
Sebastian Szczebiot	Classified Senate President	
Phillip Briggs	Dean, Institutional Effectiveness	x
Guests		
Tim Harrison	Dean, Ath, Kin, Health, Perf. Arts	x
Maureen Jacobs	Recorder	x
Jesus Vega	Asst. Dean, Student Affairs, VC East Campus	x

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Minutes		
Agenda Item	Discussion Notes	Action
1. Welcome / Introductions	Andrea welcomed the committee and began our meeting at 2:37PM. Andrea ask for new guests. Jesus Vega, our Assistant Dean of Student Affairs at VC East Campus, introduced himself. Cathy introduced Orlando De Leon, our new Director of Facilities, Maintenance and Operations.	
2. Budget Report – Cathy Bojorquez or designee (40 min.) A. DCAS Report Out 1). Police Services Budget Review 2). Fund 693-Retiree Health Benefits Quarterly Review 3). FY21-Continuing with current allocation model elements of the SCFF in allocation model. 4). FY-22-Looking at Scenario 10, incorporating	Cathy started our meeting with the Budget Report. A. DCAS 1/16/20 Meeting: 1. The Police Services Budget is reviewed monthly because last year ended in the red. This year they received an extra \$450,000 for an additional officer at each college. Instead they need the money to balance their budget. She anticipates they will have an adjustment to their budget. 2. Fund 693, Retiree Health Benefits Quarterly Review: a) This Fund pays for the health expenses for our current retirees. b) We tax ourselves a percentage and transfer the money to payroll. Last year we came up short. Now we monitor quarterly. c) We will have an extra \$1 million to start the next year. d) DCAS is considering some changes because when we apply for grants, our position costs are higher than other applicants. 3. FY21 Allocation Model: a) DCAS has decided that we are going to stay with the current allocation model for FY21. b) We will focus on Scenario 10 for FY22 and work out the details. c) FY20 Adoption Revenue is <u>\$170,484,369</u> . After district deductions, there will be <u>\$146,424,023</u> available for distribution. Districtwide Class Schedule Delivery Allocation is <u>\$77,633,927</u> . This leaves \$68,790,096 remaining to be allocated. d) For FY22 we will focus Scenario 10 and look at how incorporating the elements of SCFF affects the allocation model. See the handout for Scenario 10 where all Student Success Counts are considered after the Class Schedule	

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<p>elements of the SCFF in allocation model</p> <p>B. Health Benefit Committee report out 1). Initial Anthem renewal rates-19.38% for AFT and 26.76% for ASC</p> <p>C. Potential HSI grant</p> <p>D. Fund 111 and 12X budgets will be posted on the BRC website.</p>	<p>Delivery Allocation.</p> <p>e) We have to work out the questions and details such as:</p> <ol style="list-style-type: none"> 1) How is a shared student counted? 2) VC has focused on student success. Will the other campuses focus as well? 3) As the committee works on these questions, Cathy will report the updates. How are they counting which kind of student success <p>B. The broker is still negotiating the increase percentage for the faculty claims. More was paid out than received. Kaiser rates are due mid-February and we will find out. Cathy anticipates a rate over 10%, probably around 15%. Our budget will need to absorb the faculty increase. Classified will pay the difference. This year classifieds paid the increase up to \$100.</p> <p>C. We have had the opportunity to apply for a Hispanic Serving grant. We had tried for a STEM grant in 2015/16 but it didn't happen. This is a five year grant up to \$3 million. It includes lab space, curriculum and VCEC outreach. We want to have 2 modulars or relocatables, each with 2 labs and a space in between for set up. Chancellor's Cabinet has approved. Oxnard and Moorpark have also applied.</p> <p>D. Cathy will create and post helpful reports for funds 111 and 12x early next month. For the next Flex day she would like to explain how to read budgets.</p>	
<p>3. Action Items:</p> <p>A. Approval of Agenda</p> <p>B. Approval of Minutes-November 20, 2019</p> <p>C. Approval of the Rankings of the Equipment Program Review Initiatives</p>	<p>A. Kelly moved and Mark seconded to approve the agenda.</p> <p>B. Mark moved and Felicia seconded to approve the January 15, 2020 minutes. The group reviewed the minutes. There wasn't any discussion and both the Agenda and Minutes were approved by AY vote.</p> <p>C. Cathy asked if anyone had any concerns on the Rankings of the Equipment Program Review Initiatives. No one did. Andrea moved to approve the committee ranking. Emily seconded and it was approved by a unanimous Ay vote.</p>	
<p>4. Program Review Initiatives-Phil Briggs or designee (10 min.)</p>	<p>(Approval the Program Review Initiatives moved to Action Items, "C.")</p> <p>A. Phil reported that after he receives the FOG Facilities Initiatives he will present it, the Equipment and Technology Initiatives to CPC. Upon their review, the Executive Team</p>	

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	<p>does the final ranking. We won't know what is approved until we know how much money is available.</p> <p>B. Cathy said after the books are closed and we get our final allocation in August or September, she will post a list of the items that are approved for funding. If one's initiative is approved for funding, contact Fiscal Services if assistance is needed.</p> <p>C. In the fall, the process begins again. This is usually the week before classes start.</p>	
7. Technology Advisory Group Report – Grant Jones or designee (10 min.)	<p>A. Grant reported that TAG discussed the rankings and decided to move them forward to Phil Brigs.</p> <p>B. The office has been working on badging and physical badging for Nursing and others.</p> <p>C. Grant has to put in the bulk equipment orders by March. It will include hide-away desks, replacement computers. (Some of the new PC's are an arm of the monitor. This will make it harder to steal.)</p> <p>D. ENS is still cabling.</p> <p>E. The Library is putting in a new lab.</p> <p>F. A & R is working on digitally signed forms. They will first try it with graduation forms.</p>	
8. Facilities Operations Group Report – Steve Palladino or designee (5 min.)	<p>A. FOG will complete the group's ranking of the Facility Program Review Initiative and forward on to Phil Briggs.</p> <p>B. Earth Day will be 4/22/20 and we are planning to continue planting in the Australian Zone. He hopes the Globe will be in place before then.</p> <p>C. Cathy said we would be discussing the Facilities Master Plan Update at the next FOG meeting.</p>	
9. Items to report to CPC	Rankings of the Program Review Initiatives, HSI Grant	
10. Future meeting agenda suggestions	<p>A. Budget Information</p> <p>B. Andrea asked if we track user visits to VC's webpages. Grant said he would ask Mark and/or Rhonda.</p>	
Public Comments	There were no public comments.	
13. Adjournment / Next Meeting	<p>The meeting adjourned at 3:37pm.</p> <p>Next Meeting: March 18, 2020 (Cancelled)</p>	