

VENTURA COLLEGE

Budget and Resource Council (BRC) - Minutes
Campus Center Conference Room
September 18, 2013

Present: Tricia Bergman, Jeanine Day, Nan Duangpun, Guadalupe Guillen, Tim Harrison, Sandy Hajas, Dave Keebler, Alex Kolesnik, Sandy Melton, Jay Moore, Ron Mules, Mark Pauley, Art Sandford, Kathy Scott, Allie Yang

Recorder: Maureen Jacobs

- Handouts:**
1. VCCCD Executive Summary 2013-14 Adoption Budget, September 10, 2013
 2. VCCCD FY14 Adoption Budget Allocation Pg. 56
 3. VCCCD General Fund – Unrestricted (Fund 111) Revenue Projections FY14
 4. Ventura College Unrestricted (Fund 111) Budget Summary
 5. Ventura College – FY14 Program Review Budget
 6. Ventura College Accreditation Self-Study Evaluation by Standards, IIID

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
Introductions	The council members introduced themselves. .			
Survey FY 13	Dave Keebler and Mark Pauley review the questions and responses.			
New Business	<p><i>Create Goals for the year –</i></p> <ol style="list-style-type: none"> 1. Communicate the budget and our resources from all sources. 2. Address Standard IIID as part of our process 3. Standardized minutes and reports 4. Include cost of ownership 	Adopt a holistic perspective and include tying resources to scheduling costs and productivity		David Keebler and Kathy Scott

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Budget Review	<p><i>Dave Keebler presented and the council discussed 6 handouts referenced above.</i></p> <p>Handout 1. We didn't grow but we are stable. COLA is budgeted for the year after. We received some growth dollars but the state is behind in Prop. 98 funds and needs to restore dollars.</p> <p>* Page 3 & 4: We have Scheduled Maintenance budgeted for the first time in 5 years. The district received \$306,000 and we have to match. \$306,000 in IELM funds. We have not received this in a couple of years.</p> <p>Page 5: Dave review FTE (annual contact hours for 30 units for 17.5 weeks per semester) The target of 25,650 includes a 2% buff. We have to return dollars if we don't hit this target. At VC we had 9,840 last year. Our growth number is 21. We need to manage our enrollment to hit these numbers.</p> <p>Page 6: VC's budget is \$41,861,369.</p> <p>Page 8: Dave explained the reserves. The state required minimum is 5% plus revenue contingency is another \$5 million. We also set aside dollars for bargaining and unallocated.</p> <p>Page 9: RDA funds dissolved 2 years ago and funds flow back to the state but we do get tax increment dollars. This is a reoccurring problem that the state has to correct.</p> <p>Dave commented that some categoricals require matching funds, such as Student Success, DSPS, EAC, and CARE. CalWORKS is funded by the state, not through FTES.</p> <ul style="list-style-type: none"> • There is a Bookstore RFP for a vendor per a SEIU proposal. The Bookstore has diminishing returns because students can buy for less elsewhere. • Vending is the best we can do for Food Service at this time. • Childcare at all here colleges are running at a deficit. <p>Handout 2: Dave reviewed page 56 of "VCCCD FY14 Adoption Budget Allocation explaining the productivity factor and the FTEF's.</p>			
Program Review	<p>Handout 5: The committee reviewed the Program Review budget. Sandy Hajas commented that all the PC's in the BEACH need to be replaced. Dave discussed the procedure of how the Technology Committee makes recommendations. He said the VC Foundation gave \$40,000 toward Program Review. Kathy asked if this can go to</p>			

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	<p>technology in the LRC. VC Foundation voted to fund \$40,000 each year. They left it up to us to decide. Art Sandford said it is important to use it as a supplement. Footnote: look at initiative, see if this committee can move the requests to IELM, all or some.</p>			
Accomplishments	One accomplishment is to note that we set up our goals.			
Accreditation & BRC	Handout 6: We are only in year two of using our Self-Study to improve operations. We have to practice critical thinking and ask ourselves what are we doing and how will it influence our operational actions.			
Future Meetings	10/16/13, 11/20/13, 12/18/13, 01/15/14, 02/19/14, 03/10/14, and 04/16/14			