

VENTURA COLLEGE
Budget and Resource Council (BRC) – Minutes
Campus Center Conference Room
February 17, 2016

Present: Phillip Briggs, Will Cowen, Jeanine Day, Vandana Gavaskar, Tim Harrison (by telephone), Alex Kolesnik, Gwen Lewis-Huddleston, Sandy Melton, Jay Moore, Joanna M.G. Ohide, Mark Pauley, Peter Sezzi, Carol Smith, Corey Wendt,
Corrections: Highlighted in gray below.
Recorder: Maureen Jacobs

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
Minutes	<ul style="list-style-type: none"> The November 17, 2015 minutes were approved by consensus. 			
Campus Update	<ul style="list-style-type: none"> All the VPs and the President will be sending out a monthly updates. 			
Program Review Update	<ul style="list-style-type: none"> Tim reported that after speaking with our Executive Team and Dave Keebler, there is a stall in our Program Review budget that has to do with the knowledge of forthcoming expenses of faculty and classified staff. At the DOC meeting, they will be discussing what these staff costs will be. Gwen asked about what we should do regarding the April 15th purchasing cut-off. Program Review needs the Executive Team decision for a dollar amount. Alex confirmed that the AFT and SEIU agreements on salaries and benefits are retroactive to 7/1/15. 			
Accreditation Update	<ul style="list-style-type: none"> Tim has a rough draft of Standards 3B & 3D. 			
Facilities Budget and Total Cost of Ownership Discussion	<ul style="list-style-type: none"> Jay spoke about the possible \$35 million in projects. He said it is a planning tool. He gave examples such as a) Add a faculty member and you need to have an office. b) Purchase radioactive material years ago and you need to disposal costs. What do we include in Program Review to make it more accurate? Mark suggested creating a list of common things to consider, a list of generalities to forward on to the divisions. Sandy told about the simulator maintenance contract. The costs were included in the cost of the purchase and in Program Review. Tim said we need to transform and include these costs in the department's budget. Gwen mentioned another example of the 40 pianos that need tuning. These costs need to be in her division's budget. Jeanine met with the Deans and asked for all re-occurring expenses. Jay mentioned van costs and set up a "logistics organization" to cover costs of 			

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
	<p>things that belong to Ventura College rather than specifically M & O.</p> <ul style="list-style-type: none"> Jeanine told us that now we are going to earmark funds to specific projects. Our program plans/budget must/will include Total Cost of Ownership. 			
Governor's Budget Update	<ul style="list-style-type: none"> Tim has a 4 page recap that includes a .47 COLA increase. Deleted incorrect statement about funded growth. 			
Next Meeting	March 16, 2016			