VC Budget and Resources Council (BRC) Agenda

October 7, 2026 2:30pm - 4:00pm PDT
MCW-312

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 the 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.

Adopted Goals for 25-26

- Goal #1: Formalize budget communication plan including communication on topics such as timeline, methods for sharing information with the campus community, planned workshops, and feedback mechanisms for campus constituents.
- Goal #2: Expand BRC Members' understanding of all sources of funding, including categorical programs, grants, special funds, and capital projects.
- Goal #3: Establish procedures for reviewing Out-of-Cycle budget requests (non-personnel).
- Goal #4: Clarify relationship between FOG, TAG, and BRC.
- Goal #5: Establish Equipment Refresh Process.

START
2:30pm

1. ## Welcome & Introductions

2:30pm

   1.1. ### Mindfulness for Students

   The committee will center ourselves around students, a practice that helps keep students in mind.

2. ## Adoption of Agenda

   2.1. ### Agenda Review and Adoption

The committee shall review and adopt today's proposed agenda.

3. Action Items

3.1. Phillip Briggs - Participatory Governance Handbook - SEIU Appointed Membership

Members identified in the 2026-2032 Participatory Governance Handbook:

Co-Chairs
Faculty Co-Chair appointed by Academic Senate (voting)
Classified Co-Chair appointed by Classified Senate (voting)
Administrative Co-Chair appointed by College President (non-voting, except in case of tiebreaker)
Members
6 faculty members appointed by Academic Senate (including Faculty Co-Chair)
4 classified professionals appointed by the Classified Senate (including Classified Co-Chair)
1 student appointed by ASVC
1 administrator appointed by College President

4. Discussion / Information Updates

4.1. Identify connections to institutional priorities and work plan objectives

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- Discuss work refresh with other division leaders / committee members (IT, FM&O, etc.)
- Small group discussion opportunities.

4.2. Discuss opportunities to partner with other committees/teams

4.3. Discuss Committee Goals and proposed 26-27 Goals

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Proposed goals for 26-27:

1. **Strengthen Budget Communication and Campus Budget Literacy:** Develop and implement effective methods for communicating budget information, timelines, terminology, decisions, resources, and opportunities for campus feedback.
2. **Expand Understanding of College Funding Sources and Processes:** Increase committee and campus understanding of funding sources, including categorical programs, grants, special funds, and capital projects, as well as the appropriate processes and funding pathways for various types of requests.
3. **Establish Clear Procedures for Out-of-Cycle Budget Requests:** Develop and communicate procedures and consistent evaluation criteria for reviewing non-personnel Out-of-Cycle budget requests, coordinated with the Program Review redesign where appropriate.
4. **Clarify the Roles and Relationships of BRC, FOG, and TAG:** Define and communicate the roles of BRC, FOG, TAG, and related processes, including guidance regarding facilities requests, maintenance, refresh projects, and Program Review resource requests.
5. **Establish and Communicate an Equipment Refresh Process:** Develop a transparent process for identifying, prioritizing, reviewing, and funding equipment refresh needs.
6. **Strengthen Committee Participation and Constituent Engagemen**t: Establish expectations for member attendance, communication with constituent groups, and ongoing collection and consideration of campus feedback, including a goal of at least 75% member attendance.

4.4. Out of Cycle Requests

4.5. Program Review Updates

Phillip Briggs

5. Budget Reports

5.1. FY27 Budget Discussion

BRC 100726 PDF.pdf

6. Reports

6.1. DCAS - TBD

6.2. Board of Trustees

6.3. Technology Advisory Group - Grant

6.4. Facilities Oversight Group - Steve

7. Items to report to CPC

Discuss new monthly reporting process.

8. Future Meetings

8.1. BRC Equipment Workgroup

- Update on Workgroup created to Develop Equipment Refresh plan.
- Working Group Volunteers include Grant Jones, Jesse Sluder, Mike Lazarus, Steve Palladino, Katheryn Solorio, Felicia Duenas, Kelley Bruns

8.2. Future Meeting Dates

November 4th, 2026

December 2nd, 2026

January 6th, 2027 (Faculty Off contract) Jennifer Garner request to unschedule this Jan meeting - no objections from the group to cancel this meeting

February 3rd, 2027

March 3rd, 2027

April 7th, 2027

May 5th, 2027

END
4:00pm