1. Welcome & Introductions

Jennifer proxy for David Casas

Laura proxy for Jamie Birkett

1.1. Mindfulness for Students

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

Athletics

- Feb 5: VC will host its first Women’s Flag Football game. Encouragement to attend and support.

PAC

- “The Old Maid and the Thief” opera showing today and tomorrow. Students completed music and production in under three weeks.

2. Adoption of Agenda

2.1. Agenda Review and Adoption

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

The agenda was approved without objection.

3. Action Items

3.1. Approve December Minutes

The December meeting minutes were approved without objection.

3.2. Out of Cycle Requests

LEAP Division – Testing Center

- The Testing Center submitted an out-of-cycle request to the Executive Team, which was redirected to BRC for guidance on whether to approve now or wait for the regular Program Review cycle.
- Request includes expanding testing capacity, adding cameras, and running additional wiring to open more spaces—driven by increased whole-class proctoring needs.
- Expansion could support future testing-site certification and potential revenue generation.
- James noted the urgency is to enter the queue in time for Finals or next Fall.
- Grant shared that IT would likely not be able to begin work until summer; cabling crew availability is the biggest scheduling constraint.
- TAG review of new initiatives begins next week; non-personnel Program Review rankings are due April 15.

- Steve expressed that while important, the request does not outweigh higher-priority items and has not yet been ranked in Program Review.
- The urgency is primarily to secure funding approval now so the project can be scheduled and completed over the summer.

Recommendation / Vote:

- Motion to move forward with the request (Grant); seconded (Sandy).
- Vote: All in favor; no opposition; no abstentions.
- Decision: Approved unanimously.

4. Discussion / Information Updates

4.1. Tri-Chair Discussion

- David is currently on leave, leaving BRC short one tri-chair for approximately two meetings and the associated agenda-prep sessions.
- The committee discussed options for a temporary stand-in.
- Jennifer Beverage, serving on the Classified Senate Board, can provide general Classified Senate updates as needed.
- Jennifer G. asked whether anyone felt under-represented by the temporary absence.
- Jennifer B. confirmed she is comfortable representing Classified Senate interests during this period.
- Classified representatives indicated they are comfortable operating with two tri-chairs for the duration of the leave.
- Jennifer will coordinate with the Classified Senate Board and inform the committee if any concerns or changes arise regarding this interim arrangement.

4.2. Out of Cycle Requests

- Out-of-cycle request documents were shared with the committee for informational purposes only.
- No questions or discussion were raised by the committee.

4.3. Governor’s Proposed Budget

James will provide an update on the Governor's Proposed Budget.

- A Joint Analysis document was shared summarizing the Governor's proposed state budget as it pertains to community colleges.
- The Legislative Analyst's Office (LAO) provided a non-partisan review outlining differing perspectives on the proposal.

Key Highlights:

- Overall presented as a workload budget with no major new investments—largely status quo.
- Significant concern that the revenue outlook is overly optimistic, meaning the state may be budgeting more than it will ultimately receive.
- LAO forecasts that even without an economic downturn, revenue growth may not keep pace with rising costs, creating uncertainty in future years.
- Proposition 98 continues to guarantee minimum funding for education, though exact amounts may shift in the May Revise.
- Current figures are estimates and may change in the next major update.

Estimated Ventura College Impacts:

- Deferred Maintenance: ~$800,000
- Student Support Block Grant: ~$700,000 (continuation of existing block grant through 2029 with increased funding proposed)
- Credit for Prior Learning (CPL) Institutionalization: ~$245,000

Program Funding Notes:

- Most programs do not receive a COLA, which may impact their ability to operate effectively.
- Notable decisions: No COLA for SEA or Strong WorkforceCalbright College: $38M ongoing increase; $5M ongoing and $36M one-time additional funding
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- Calbright College: $38M ongoing increase; $5M ongoing and $36M one-time additional funding

Budget Process Timeline:

- Governor releases initial budget on January 10.
- Legislature reviews and holds hearings; feedback goes back to the Governor.
- May Revise released May 14, providing updated revenue projections and revised proposals —next major checkpoint.

Discussion:

- Jayni: Asked whether Common Core funding could support the upcoming TOP-to-CIP code transition.
- James: Shared that District-level discussions have begun regarding funding these required updates, which must be implemented by 2027–28; more information to come.

4.3.1. The group will discuss the Governor's proposed budget

4.4. Campus Revenue Discussion

(See attached presentation for full details.)

- James provided an overview of the campus revenue presentation and walked the committee through the major components.
- Brent asked where any leftover funds go at the end of the year.
- James explained that if funds have already been allocated to the college, up to 2% of the college's budget may roll forward into the next fiscal year.
- The college determines how to allocate any remaining uncommitted funds. These may support capital improvement needs, backfilling the CDC/SHC, or other campus-identified priorities.
- Any funds not earmarked for specific uses are retained by the campus and directed toward ongoing institutional needs.

General Note: A comprehensive PowerPoint presentation was shared during the meeting. Committee members are encouraged to review the attachment for full details, data charts, and context beyond the brief summary captured here.

4.4.1. Macro

4.4.2. Micro

4.5. FY27 Budget Planning

4.5.1. Timeline

The committee will review the campus FY27 Budget timeline and process.

James will send this out soon. Deadline April.

5. Budget Reports

FY26 January YTD report.

- Budget reports were provided in the agenda materials.

- The only update noted was a December compendium adjustment, which added a categorical allocation to the LGBTQ+ fund.

6. Reports

6.1. DCAS - James

- No updates at this time.

- When information is released regarding student fees, James will email the committee for feedback and will report responses back to DCAS.

6.2. Board of Trustees - James

6.3. Technology Advisory Group - Grant

- IT Procurement System: TAG reviewed the new district-wide IT Procurement System (presented January 12), which will introduce updated processes for technology refresh cycles and IT supply purchases to enhance network safety and security.
- IT Ranking Survey: A survey will be distributed to rank IT initiatives; members are encouraged to complete it.
- AI Use: Ongoing discussions regarding the use of AI within the Academic Senate.
- Starfish Review: Starfish contracts are approaching renewal. The district is evaluating whether to continue with Starfish or explore alternative platforms.

6.4. Facilities Oversight Group - Steve

Student Housing Project: Steve reported that the student housing project is expected to break ground by Summer 2026, with anticipated completion near Fall 2027

7. Items to report to CPC

CPC Reporting

8. Future Meetings

8.1. BRC Equipment Workgroup

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

- Program Review Process: Phillip reported that the Program Review process will be discussed at an upcoming meeting. BRC will prioritize equipment requests using the existing rubric, which remains active.
- Equipment Requests: This year’s Program Review includes 25 equipment requests for BRC to evaluate.
- Timeline & Process: A draft timeline will be created for the equipment-ranking process.Kelley and the Tri-Chairs will distribute the finalized timeline.The March meeting will include an open Q&A session.Afterward, Phillip will provide the scoring link for members to complete ranking and prioritization.The April meeting will review aggregated results and finalize rankings.

- Action Item: Kelley will propose a revised April meeting date and coordinate with Jennifer Garner to avoid scheduling conflicts with other committees.

8.2. Future Meeting Dates

NEW 1st WED dates:

- Mar 4,
- Apr 1, - Spring Break – discuss in future meetings
- May 6

Adjourned 4:03 pm.