

VENTURA COLLEGE
Budget and Resource Committee (BRC) – Minutes Draft
MCW-312

February 15 February 12, 2018

Present: Cathy Bojorquez, ~~Stephanie Branca~~, ~~Tricia Bergman~~, ~~David Bransky~~, ~~Will Cowen~~, ~~Will Cowen~~, Jeanine Day, ~~Sammy Freitag~~, Grant Jones, Sandra Melton, Jay Moore, ~~Steve Palladino~~, ~~Sandra Melton~~, ~~Jay Moore~~, Mark Pauley, Kelly Peinado, Arlene Reed, ~~Susan Royer~~, Carol Smith, Rick Trevino ~~Arlene Reed~~, ~~Carol Smith~~, ~~Lynn Wright~~

Handouts: Office of Business & Admin Services February 2018 Newsletter, List of State Categorical Programs, VCCCD FY18 Adoption Budget, Allocation Equipment Request Ranking Rubric as amended; Program Review Request – Equipment through Committee Ranking

Recorder: Maureen Jacobs

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VC Program Announcement and Approval Procedures (DRAFT), VC Program Review Process Rubrics, VC Program Review Initiatives Prioritization Process, VC Program Review Preliminary FY18 Funds, 2016-2017 Program Review Equipment Requests, VC Fund 111 FY17 Ending Balance at 02/15/17 Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
Public Comments	<ul style="list-style-type: none"> There were no public comments or announcements 			
Minutes	<ul style="list-style-type: none"> The January 18 January 17, 2018 minutes were reviewed and approved by unanimous aye vote, as moved by Will Cowen by Stephanie Branca -and seconded by Sandra Melton Arlene Reed. Brief discussion regarding missing end quotes on 8th bullet of Program Review section. 			
Classified Co-Chair	<ul style="list-style-type: none"> The current Classified Senate president has resigned as president and co-chair of BRC. Temporarily Gabriel Wood will attend until Classified Senate has a new president. 	Add to agenda	04/18/17	Grant Jones

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crease college budget understanding.		<ul style="list-style-type: none"> Suggestions included forums and newsletters. Cathy suggested we have a VC Budget webpage with short videos and/or blogs that tie into the budget and explain a topic and its importance. 			
Technology Report- Grant Jones		<ul style="list-style-type: none"> Grant told the committee of his weekly reports at: http://www.venturacollege.edu/departments/administrative/information-technology/it-weekly-report-archive/2018-weekly-it-reports The selection of an Assessment/Testing Center is getting closer as other buildings and rooms are evaluated. 			
Budget Report		<ul style="list-style-type: none"> David Keebler reported that the FY18 allocation methods appear to be generally the same to current methods: <ul style="list-style-type: none"> The District offices will be relocating in April, changing from leasing to purchasing. DAC wants to retain the current lease payments of about \$420,000 annually to assist in covering expenses associated with the new building. Will present DCAS is reviewing this recommendation, to Board of Trustees to phase out lease payments. Approximately \$420,000 annually. 			
Technology Report		<ul style="list-style-type: none"> Grant Jones was absent. No report 			
Facilities Report		<ul style="list-style-type: none"> Jay Moore presented updates on various campus projects: Remodel of Small Gym restrooms cannot begin until installation of portable restrooms. ETA is the beginning of April. 	Add to agenda	04/18/17	Jay Moore

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	• Minor adjustments to plan for Pirates Walk. Jay to present next meeting.			
College Resources Mega-Initiative-New Ideas	• No discussion. Add to next meeting.	Add to agenda	04/18/17	Committee
Facilities Report-Jay Moore	<ul style="list-style-type: none"> • Jay reported that FOG reviewed, evaluated, and submitted its program review initiatives to Phil Briggs who submitted them to the Executive Team. It totals under \$200,000. • Funding for the Science Building comes from another source. We are looking at short-term repairs for the labs. There are some measures to improve air conditioning and a vacuum pump for chemistry. • The campus has had some significant power outages. • The project list on the web has not been updated since May 2017. 	Update project list		M & O
BRC Representation at other committees	• Will Cowen will represent BRC at CPC and Jeanine at Accreditation.			
Future Agenda Suggestions	<ul style="list-style-type: none"> • Website ideas • Facility Master Plan will be ready for next meeting. 	Agenda 3/21/18		
Next Meeting	04/19/17 3/21/18			

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