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

VC Program	Summary of Discussion	Action (If	Completi	Assigned
Announcement and		Required)	on	to:
Approval Procedures			Timeline	
(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				
Public Comments	There were no public comments or announcements			
Minutes	 The January 18 January 17, 2018 minutes were reviewed and approved by unanimous aye vote, as moved by Will Cowenby Stephanie Branca -and seconded by Sandra Melton Arlene Reed. Brief discussion regarding missing end quotes on 8th bullet of Program Review section. 			
● 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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VC Program	Summary of Discussion	Action (If	Completi	Assigned	 Formatted: Font: 10 pt
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 02/15/17Agenda Item		Required)	on Timeline	to:	
Budget Report- Cathy BojorquezAccreditat ion Update	 Cathy presented and the group discussed the handouts referenced above. The Governor's proposed budget changes affect most aspects of VC's budget. Cathy anticipates the Governor will submit a final formula at the "May Revise." She thinks it will include something new. After this, the district level conversations will begin. In response to Peter's suggestion that the committee review: "What is our state's funding? How do things currently work?" Cathy explained the following: From the State's distribution, the district first takes out district-wide expenses, utilities and district office expenses. The remainder will be the funds distributed in the FY19 Adoption Budget Allocation. The current allocation model does not recognize growth until the following year. We do not want to hurt the college with no growth. In addition, this model does not reflect low-income students or completion rate. DCAS has some suggestions, such as:	Bring any budget changes to BRC. Add to agenda	Next BRC meeting	Cathy Bojorquez	Formatted: Indent: Left: 0.04"
Goal 3: Add one different method of communication to Collee Employees to	 Gwen wanted a substantive discussion concerning Goal 3. Steve Palladino brought up that often what he knows is trickle down from Admin. Council and is not repeatable. 				

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crease college budget understanding.	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	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.					
Dudget Depart					-	Formatted: Font: (Default) Tahoma, 10 pt
Budget Report	David Keebler reported that the FY18 allocation methods appear to binge generally the same to current methods. 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.					Formatted: Font: (Default) Tahoma, 10 pt Formatted: Normal, No bullets or numbering Formatted: Indent: Left: 0.19", No bullets or numbering
Technology Report	• Grant Jones was absent. No report				-	Formatted: Font: (Default) Tahoma, 10 pt Formatted: Numbered + Level: 1 + Numbering Style: 1, 2, 3, + Start at: 1 + Alignment: Left + Aligned at: 0.19" + Indent at: 0.44"
Facilities Report	—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		Formatted: Indent: Left: 0.01", Hanging: 0.19", Numbered + Level: 1 + Numbering Style: 1, 2, 3, + Start at: 1 + Alignment: Left + Aligned at: 0.14" + Indent at:

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	Minor adjustments to plan for Pirates Walk. Jay to present next meeting.				
College Resources	No discussion. Add to next meeting.	Add to agenda	04/18/17	Committee	Formatted: Indent: Left: 0.16", No bullets or numbering
Mega Initiative- New Ideas					
Facilities Report- Jay Moore	Jay reported that FOG reviewed, evaluated, and submitted its program review initiatives to Phil Briggs who submitted them to the Executive Team. The program of 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.	Update project			
	• The project list on the web has not been updated since May 2017.	list		M & O	
BRC Representation at other committees	Will Cowen will represent BRC at CPC and Jeanine at Accreditation.				
Future Agenda	Website ideas	Agenda			
Suggestions	Facility Master Plan will be ready for next meeting.	3/21/18			
Next Meeting	04/19/17 3/21/18				