

**VENTURA COLLEGE**  
**Budget and Resource Committee (BRC) – Minutes**  
**MCW-312**  
**March 21, 2018**

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

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
<b>Public Comments</b>	<ul style="list-style-type: none"> <li>There were no public comments or announcements</li> </ul>			
<b>Minutes</b>	<ul style="list-style-type: none"> <li>The January 17, 2018 minutes were reviewed and approved by unanimous aye vote, as moved by Stephanie Branca and seconded by Arlene Reed.</li> </ul>			
<b>Classified Co-Chair</b>	<ul style="list-style-type: none"> <li>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.</li> </ul>			
<b>Budget Report- Cathy Bojorquez</b>	<ul style="list-style-type: none"> <li>Cathy presented and the group discussed the handouts referenced above.</li> <li>The Governor’s proposed budget changes affect most aspects of VC’s budget.</li> <li>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.</li> <li>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:               <ul style="list-style-type: none"> <li>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.</li> <li>DCAS has some suggestions, such as:                   <ul style="list-style-type: none"> <li>✓ FTES is based only on resident students because that is what we report to the State</li> <li>✓ Decrease DAC budget.</li> <li>✓ Recognize growth in the year it is achieved.</li> </ul> </li> </ul> </li> </ul>	Bring any budget changes to BRC.	Next BRC meeting	Cathy Bojorquez

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
<b>Goal 3: Add one different method of communication to Collee Employees to crease college budget understanding.</b>	<ul style="list-style-type: none"> <li>• Gwen wanted a substantive discussion concerning Goal 3.</li> <li>• Steve Palladino brought up that often what he knows is trickle down from Admin. Council and is not repeatable.</li> <li>• Suggestions included forums and newsletters.</li> <li>• 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.</li> </ul>			
<b>Technology Report-Grant Jones</b>	<ul style="list-style-type: none"> <li>• Grant told the committee of his weekly reports at: <a href="http://www.venturacollege.edu/departments/administrative/information-technology/it-weekly-report-archive/2018-weekly-it-reports">http://www.venturacollege.edu/departments/administrative/information-technology/it-weekly-report-archive/2018-weekly-it-reports</a></li> <li>• The selection of an Assessment/Testing Center is getting closer as other buildings and rooms are evaluated.</li> </ul>			
<b>Facilities Report-Jay Moore</b>	<ul style="list-style-type: none"> <li>• 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.</li> <li>• 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.</li> <li>• The campus has had some significant power outages.</li> <li>• The project list on the web has not been updated since May 2017.</li> </ul>	Update project list		M & O
<b>BRC Representation at other committees</b>	<ul style="list-style-type: none"> <li>• Will Cowen will represent BRC at CPC and Jeanine at Accreditation.</li> </ul>			
<b>Future Agenda Suggestions</b>	<ul style="list-style-type: none"> <li>• Website ideas</li> <li>• Facility Master Plan will be ready for next meeting.</li> </ul>	Agenda 3/21/18		
<b>Next Meeting</b>	3/21/18			