## <u>VENTURA COLLEGE</u> <u>Budget and Resource Committee (BRC) – Minutes -Draft</u> Campus Center Conference Room September 21, 2016

Present: Tricia Berman, Phillip Briggs, Will Cowen, Jeanine Day, Nelson Emery, Abra Flores, Tim Harrison, David Keebler, Alex Kolesnik, Gwen Lewis-Huddleston, Sandy Melton, Peder Nielsen, Mark Pauley, Natawni Pringle, Carol Smith, Pamela Yeagley and FOG representative: Steve Palladino

**Recorder:** Maureen Jacobs

Handouts: VC Planning – Decision Process Map, VC-BRC committee description and membership, Accreditation – How are we managing resources, VC Allocation General Fund 111, VC Hourly Accounts Analysis, VC – FY (and 16)17 Program Review Funding Sources

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
Public Comments	There were no public comments			
Minutes	• The April 20, 2016 minutes were reviewed and approved by unanimous aye vote, as moved by Will Cowen and seconded by Sandy Melton. There was no discussion.			
Review Charge	<ul> <li>The committee discussed the draft of the current charge and reviewed the handout VC Planning – Decision Process Map.</li> <li>Gwen moved and Will seconded to add "accountability of the Vice President" to the charge. All approved by unanimous aye vote. There was no additional discussion.</li> </ul>			
Review Goals	• Gwen suggested adding Educational Master Plan to our goals. The committee suggested adding deliverables, our budget and its relationship to the district. Will moved and Gwen seconded our "goals as corrected" by unanimous ayes. This will be discussed in the next meeting.			
Membership	• Alex will discuss the membership composition at the next Academic Senate meeting so that this discussion was tabled until the next meeting.	Academic Senate discussion	10/19/16	Alex Kolesnik
Accreditation Update	• Discussion included adding an accreditation update at all of our meetings. The accreditation review and analysis of the Standard III elements should be an ongoing process.			
Handout review	<ul> <li>The committee reviewed the remainder of the handouts including "How are we managing resources"; our "Allocation to the General Fund"; "Hourly Accounts Analysis" and the "Program Review Funding Sources".</li> <li>The discussions included: <ol> <li>The Board adopted the 16-17 budget</li> <li>The lack of funds available in the general fund</li> </ol> </li> </ul>			

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
	<ol> <li>Program Review Equipment Initiatives did not get processed. Tim will put together a sub group to review and prioritize last year's initiative as moved by Tim and seconded by Gwen and unanimously approved by aye vote.</li> <li>We discussed the terms of our Facility, Technology and Educational Master plans.</li> <li>Tim wants the college to understand our budget. He would like a condensed version. Dave agree that it is a good idea and could be available online for the divisions and departments. He likes the idea of a 6 page cheat sheet.</li> </ol>	Prioritize FY15-16 initiatives Create a condensed version of the	10/19/16 10/19/16	Tim Harrison Dave Keebler
		budget		
Next Meeting	10/19/16			