**VENTURA COLLEGE**

**DRAFT - Budget and Resource Council (BRC) – Minutes**

**Campus Center Conference Room**

**September 17, 2014**

**Present:** Adam Braver, Nan Duangpun, Guadalupe Guillen, Tim Harrison, Bea Herrera, Dave Keebler, Gwen Lewis-Huddleston, Sandy Melton, Jay Moore, Peder Nielsen, Mark Pauley,

**Recorder:** Maureen Jacobs

**Handouts:** VC FY15 Budget Analysis FY14 to FY15 Variance, Building Capacity to Support Student Success, Planning and Decision Map-DRAFT, VC-Accreditation Compliance Review by the New Standards

| **Agenda Item** | **Summary of Discussion** | **Action (If Required)** | **Completion Timeline** | **Assigned to:** |
| --- | --- | --- | --- | --- |
| **Prior minutes** | There were no corrections to 04/16/14 minutes. |  |  |  |
| **BRC Charge and Themes** | Dave would like to see 3 themes built into our charge:   1. Resource Management 2. Accreditation 3. Operations Research   DISCUSSION:  Operational Research is about trade-offs. What are the consequences for not doing something?  What does a core college look like?   * Tim has wanted to do this research for a long time. Using peer colleges, create a template. * Jay brought up referring to national benchmarks, i.e. square footage per custodian; students per counselor   Bea asked about personnel plans for each area.  How do we bring a program back; management or classified first?  Dave suggested giving recommendations  Peder asked how do we meet the most students’ needs.  Dave said we have a disproportionate general fund to our categorical funds. Grant funded positions cannot transition into our general fund. |  |  |  |
| **Survey Questions** | Mark will bring our last survey questions and review in Counsel. | Review Survey Questions | 10/15/14 | Mark Pauley |
| **Accreditation** | The proposed changes to accreditation are now actual. It is important to get through these standards. Last year we used a matrix and evaluated 0, 1, and 2. |  |  |  |
| **Planning and Decision Map-DRAFT** | Dave presented a decision, governance and deliverables flowchart (map) aligning and linking the college’s various committees and decision processes.  Dave stressed planning and making collective decisions should precede budgeting decisions.  Governance, with inclusive and representative participation, adds value to the planning process. Dave would like to have a simple one page map developed and used to link to all of the College’s planning and budgeting processes. |  |  |  |
| **Budget Status Report** | Dave reviewed the VC FY15 Budget Analysis FY14 to FY15 Variance and Building Capacity to Support Student Success.  When you compare FY14 and FY15, there is no reserve in FY15. We are using Fund: 114. Capital funds are reduced. We grew 8% but did not grow in the general fund.  VC is talking to the district, advocating a transition plan that uses reserves to grow, increase growth using one time reserves. We are asking for $900,000 but will be using $300,000 from the Bookstore Fund. We need money to make money. |  |  |  |
| **BRC meeting time** | All agreed that 1:30 PM works. |  |  |  |
| **Next Meeting** | October 15, 1:30 PM in the Campus Center Conference Room |  |  |  |