	Budget and Resource Committee Membership 2021-22		
	Voting Members		
Faculty (9):	**Constituency/Title**	**Name**	**Attended**
1	Academic Senate President or designee	Stephanie Branca (Tri-Chair)	x
2	Career Education 1	**Vacant**	
3	Career Education 2, Coordinator, Nursing	Sandra Melton	
4	English, Math & Communications	**Vacant**	
5	Health, Kinesiology, Athletics & Performing Arts	Ned Mircetic	
6	Library, Languages, Behavioral & Social Sciences, Visual Arts	Mark Pauley	
7	Sciences & Distance Education	Steve Palladino **Vacant** (FOG Representative) **(Spring Sabbatical)**	
8	Student Services	Emily Bartel, Alternate-Vanessa Chacon	
9	At Large	**Vacant**	
Student (1):	ASVC – Director of Finance	Hero Huang	
Classified (4)			
1	MESA-Coordinator	April Montes	
2	Career Education-Administrative Assistant	Katheryn Solorio	
3	Sciences/Instructional Lab Tech II	Carol Smith	
4	Sciences/Instructional Lab Tech II	Alan Wood	
Classified Supervisors (2)			
1	VCBAS/College Services Supervisor	Susan Royer	
2		**Vacant**	
Administrators (2)			
1	Career Ed/Academic Dean	Felicia Dueñas or Debbie Newcomb	
2	VCBAS/Director, College Information Technology	Grant Jones	

NON-VOTING MEMBERS			
1	VP-Business Services	Cathy Bojorquez – Tri Chair	x
2	Director, Facilities, M & O	Orlando De Leon	
3	Recorder	Maureen Jacobs	
3	Dean, Health, Kinesiology, Athletics & Perf. Arts.	Bernard Gibson	
4	Dean, Institutional Effectiveness	Phillip Briggs	
5.	Dean, English, Math & Communication	Boglarka Kiss	
6.	Deans, Student Services	Jesus Vega, & Leticia Canales	
7.	Faculty, History	Collen Coffey	
8.	Biology, Faculty	Preston Pipal	
9.	Accounting, Faculty	Mark Frohnauer	

Agenda Item	Discussion Notes	Action
1. Welcome / Introductions	Cathy welcomed the committee.	
2. Public Comments	None	

3. Action Items:
  A. Approval of Agenda
  B. Approval of Minutes 11/17/21
	A. Sandra moved to approve the agenda and April seconded. None objected.The Agenda was approved.
	B. Susan moved to delay approve the 11/17/21 minutes until the next meeting. None objected.The motion to postpone the approval of the 11/17/21 minutes to the next meeting was approved.	

4. Discussion Items:
  A. Out of Cycle Requests
  B. Equipment Refresh Funding Workgroup Update (Handout was sent to committee.)
	.
	A. There are no Out of Cycle Requests.
	B. Stephanie reported that at the second meeting we review what our goals were and how we were going to work on the project. There was discussion about what we wanted to get done before the end of the semester for the next program review cycle and how all of that was was going to work.
	
	She reviewed that we're looking to put in place better processes and better communication with our campus including what are the different types of equipment requests, how do you go about making that request, what the process for either approval or delay.
	
	There are three sort of buckets of types of equipment.
	1. Brand new equipment never purchased before,
	2. Existing equipment that needs to be refreshed or repaired, how you request or how maintenance refresh of existing equipment is going to happen.
	3. Moving forward, our ultimate goal would be to have a great database of all of our inventory. This is so we could anticipate in advance when maintenance or replacement is going to be needed and how you go about it. We have found that there isn't a great database at the district or local level of all the equipment we have.
	4. Cathy added that she has been working with Emily Day and will continue to work on it. Our	

Agenda Item	Discussion Notes	Action
	committee is suggesting we just look at the last five years, working with department to help bring forward the information to use. Cathy added that we have a list that 8 years old. .	
5. Program Review Initiatives–Phil Briggs A. Review prioritizations Include TAG & FOG's initiatives.		

6. Budget Report – Cathy Bojorquez
   A. DCAS Report Out
 	
   B. Budget Update
	Infrastructure Funding Model: Cathy is bringing this to our attention to highlight the ways we get money to help support our infrastructure needs and to support equipment purchases, and maintenance of our facilities. The allocation model takes some revenues out of unrestruicted and gets reallocated to the colleges. Some funds is given to scheduled maintenance and capital furniture based on assisgnable square footage. We also get an equal share, approximately $150,000, for other things that come up as far as total cost of ownership. The allocation does not meet all our needs but the district has instituted to try to help meedt our needs and provide a somewhat stedy source of revenue. We have some funding rates for these items that haven't been increrased since 2010. For example $150 was allocated per computer. A computer could be $1,500. A big change is that we are doubling scheduled maintenance. We have made an improvement oon increasing it and some have other funding sources such as the lottery.
	  Our retiree health benefits are paid by the district and we get money to pay for them via a "self-tax." We have added a tax to every payroll dollar to help fund this. For every $1 it is about 25 cents. It is complicated every time someone starts or quits a job. We have an irrevocable trust that the district has been putting money in to help cover these retiree halth benefit costs. The district has only put money into it and not taken money out of it. There is a subcommittee that looked at it about 2 years ago so there are two recommendations tied to two separate issues that are going to be going forward. The key one is that we want to cap how much the campuses are being chared for retiree health benefits. We have a fund 693 tht we use when the self-tax money goesin there and then we pay the insurance out of there fore the retirees. We want to cap it at $8 million so that the retiree health benefit premiums will be charged to this. Any costs above that will be either funded out of this fund 693 that has extra money and when that runs out, the money will start hitting up the irrevocable trus, drawing down on that balance. We want to make sure to use those funds before there is no one to use them on. Sandy Melton asked about the district office's contribution. Cathy replied that the district office pays their share. The $8 million will be divided up among the four entities, the sictrict office's share will be very small compared to the colleges'.
	  Sandra Melton asked about the balance in the irrevocable trust and Cathy replied approximately $70-$78 million.
	  Sandra asked about Oxnard Colleges request for funds. Cathy replied that yes, it was approved and it is coming from reserves. Stephanie commented that it was the first time she has heard of the reserves being used in that manner. Cathy replied that the subgroup, Enrollment Management Committee, is discussing and reviewing.	

Agenda Item	Discussion Notes	Action
	Phillip added tht it kind of an odd precedent that has been set by this proposal. He added that he thought there is processes being put into place so there won't be a free for all for these requests for reserves. Governor's Proposed January Budget for 2022-23 : Cathy reported that the January proposed budge is positive. He is focusing on equities and success and trying to implement some things to streamline This is the Stte budget for the Community College System. It is not specific for our district or campus There is $1.8 billion that is increased funding to our system. It provides a 5.33% COLA that will go to our Student Centered Funding Formula and some categorical programs via the allocation model.	
7. Technology Advisory Group Report –Grant Jones or designee	Not covered	
8. Facilities Oversight Advisory Group Report – Orlando De Leon and Steve Palladino, or designee	Not covered	
9. Items to report to CPC	None	
10. Future meeting agenda suggestions	None	
10. Announcements:	None	
11. Adjournment/Next Meeting	The next meeting is February 16, 2022. The meeting adjourned at 4:30pm	

FY20-21 **Charge (Revised):** The Budget and Resource Committee (BRC) is an operational committee responsible for making recommendations to the College Planning Committee and the Ventura College Executive Team. The faculty Co-Chair of the BRC or designee serves as a member of the Accreditation Steering Advisory Group and makes a budget report to the College Planning Committee about Ventura College budget and resource activities. The BRC meets regularly to consider and recommend program review resource requests that support the goals of Ventura College and the District Educational Master Plans, performs usage analysis of College resources to support a sustainable budget, considers strategic and budget planning, accountability issues, social justice and equity, and analyzes total cost of ownership issues for Ventura College. The subcommittees of the BRC are the Facilities Oversight Advisory Group and the Technology Advisory Group, which prepare reports and make recommendations to the BRC.