Wednesday, September 20, 2023
Budget and Resources Committee

The Meeting will be held in MCW-312
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 the total cost of ownership issues for Ventura College. The sub-committees of the BRC are the Facilities Oversight Advisory Group and the Technology Advisory Group, which prepare reports and make recommendations to the BRC.

1. Roll Call - Call to Order

Subject	**1.01 Welcome**
Meeting	Sep 20, 2023 - Budget and Resources Committee
Category	1. Roll Call - Call to Order
Type	

Subject	**1.02 Attendance**
Meeting	Sep 20, 2023 - Budget and Resources Committee
Category	1. Roll Call - Call to Order
Type	Procedural, Information

> File Attachments
> Attendance- List 9.20.23.pdf (101 KB)

2. Adoption of the Agenda

Subject	**2.01 Approve 9.20.23 Agenda.**
Meeting	Sep 20, 2023 - Budget and Resources Committee
Category	2. Adoption of the Agenda
Type	

3. Goals

Subject	**3.01 Review & Discuss Committee Goals:**
Meeting	Sep 20, 2023 - Budget and Resources Committee

Category	3. Goals

Type	Discussion

Goals from last year:

1. Develop a communication plan of budget topics, timeline, and methods of sharing information with the campus community.
2. Review and update as needed the equipment request process.
3. Expanding BRC members' understanding all sources of funding, including categoricals and grants.
4. Update and expand the budget report information and descriptions document to make it current and add a budgetary decision-making flowchart.

4. Action Items

Subject	**4.01 Confirm Committee Membership and Tri-Chairs.**

Meeting	Sep 20, 2023 - Budget and Resources Committee

Category	4. Action Items

Type	Action

Faculty (9)
1. Mea Brink (Tri-Chair)
2. Vanessa Chacon
3. Sandra Melton
4. Alex Kolesnik
5. Emily Bartel
6. Ned Mircetic or Brent Wilson
7. Steve Paladino
8. Maria Reyes Sanchez
9. Dan Clark

Classified (5)
1. April Montes
2. Erika Hurtado
3. Eduardo Medrano
4. Danielle Rodriguez
5. Katheryn Solorio
6. Carol Smith

Student (1)
1. Matthew Cortez

Classified Supervisors (2)
1. Tamisha Allen
2. David Casas

Administrators (2)
1. Felicia Dueñas or Debbie Newcomb
2. David Casas

Non-Voting Members
1. James Zavas - Acting VP Business Services (Tri-Chair)
2. Jesse Sluder - Director of Facilities, Maintenance & Operations
3. Maureen Jacobs - Recorder
4. Natwani Pringle - Admin Assistant, Business Services
5. Dean - Health, Kinesiology, Athletics & Perf Arts
6. Phillip Briggs - Dean, Institutional Effectiveness
7. Aaron Jones - Dean - English, math & Communication
8. Gema Sanchez - interim Dean, Student Services
9. Collen Coffey - Faculty, History

5. Discussion / Information Items

Subject	**5.01 FY23 Program Review**
Meeting	Sep 20, 2023 - Budget and Resources Committee
Category	5. Discussion / Information Items
Type	Information

Items Approved from FY23 Program Review.

[FY 2022-23 Program Review Website](#)

Prioritized Resource Requests

    [2022-2023 Program Review Funding Memo 8-18-2023](#)
    [Faculty](#)
    [Classified Staff](#)
        [Feb 22, 2023 Update](#)

    Administrators
    [Equipment](#)
    Facilities
        [New and Innovative Facilities Requests](#)
        [Scheduled Maintenance Requests](#)

    [Technology](#)

Subject	**5.02 Out of Cycle Requests - WAM Building**
Meeting	Sep 20, 2023 - Budget and Resources Committee
Category	5. Discussion / Information Items
Type	Information

File Attachments
[Facilities Out of Cycle Resource Request Notice 09.14.23.pdf (256 KB)](#)

Subject	**5.03 Equipment Refresh Work Group Update - None**
Meeting	Sep 20, 2023 - Budget and Resources Committee
Category	5. Discussion / Information Items
Type	

Subject	**5.04 Study Session - None**
Meeting	Sep 20, 2023 - Budget and Resources Committee
Category	5. Discussion / Information Items
Type	

Future Topics?

6. Budget Report–Budget Development Update - James Zavas

Subject	**6.01 DCAS Report**
Meeting	Sep 20, 2023 - Budget and Resources Committee
Category	6. Budget Report-Budget Development Update - James Zavas
Type	Information

Subject	**6.02 FY24 Budget**
Meeting	Sep 20, 2023 - Budget and Resources Committee
Category	6. Budget Report-Budget Development Update - James Zavas
Type	Information, Discussion, Report

The FY24 Budget was approved by the Board of Trustees on September 12, 2023. The Budget Book, and the materials that were presented at the board meeting are attached for your review.

File Attachments
FY Adoption Budget FINAL.pdf (5,234 KB)
FY24 Adoption Budget Presentation - FINAL.pdf (823 KB)
FY24 Adoption Budget Capital Projects Listing.pdf (804 KB)

Subject	**6.03 Budget Development Timeline**
Meeting	Sep 20, 2023 - Budget and Resources Committee
Category	6. Budget Report-Budget Development Update - James Zavas
Type	Information, Discussion

File Attachments
Budget Development Timeline.pdf (62 KB)

7. Reports

Subject	**7.01 Program Review Update - Phillip Briggs**
Meeting	Sep 20, 2023 - Budget and Resources Committee
Category	7. Reports
Type	Information, Report

Subject	**7.02 Technology Advisory Group Report - Grant**
Meeting	Sep 20, 2023 - Budget and Resources Committee
Category	7. Reports
Type	Information, Report

Subject	**7.03 Facilities Oversight Group Report - Steve**
Meeting	Sep 20, 2023 - Budget and Resources Committee
Category	7. Reports
Type	Information, Report

8. Study Session-Review Attached Reports

Subject	**8.01 No items this month**
Meeting	Sep 20, 2023 - Budget and Resources Committee
Category	8. Study Session-Review Attached Reports
Type	

9. Items to report to CPC

10. Future meeting agenda suggestions

Subject	**10.01 Requests for future agenda items?**
Meeting	Sep 20, 2023 - Budget and Resources Committee
Category	10. Future meeting agenda suggestions
Type	Discussion

Subject	**10.02 Upcoming Meeting Dates**
Meeting	Sep 20, 2023 - Budget and Resources Committee
Category	10. Future meeting agenda suggestions
Type	Information

- October 18, 2023

- November 15, 2023
- January 17, 2024

11. Announcements

12. Adjournment