

Budget & Resources Committee

Minutes (20 Attended)

March 17, 2021, From 2:30pm to 4pm

ZOOM meeting; <https://cconfer.zoom.us/j/93650453377>

Handouts: Out of Cycle Res. Requests, Program Review Equipment Request Guide & Requests, Covid Related Funding, CARE's Supplement Allocation, Full Time Faculty Priorities

Budget and Resource Committee Membership 2020-21			
Voting Members			
Faculty (9):	Constituency/Title	Name	Attended
1	Academic Senate President or designee	Andrea Horigan (Tri-Chair)	X
2	Career Education 1	Stephanie Branca	X
3	Career Education 1, Coordinator, Nursing	Sandra Melton	X
4	English, Math & Communications	Kelly Peinado	X
5	Health, Kinesiology, Athletics & Performing Arts	Ned Mircetic	
6	Library, Languages, Behavioral & Social Sciences, Visual Arts	Mark Pauley	X
7	Sciences & Distance Education	Steve Palladino (FOG Representative)	X
8	Student Services	Emily Bartel, Alternate- <u>Vanessa Chacon</u>	X
9	At Large	Maria Reyes-Sanchez	
Student (1):	ASVC – Treasurer	Athena Lazos	X
Classified (4)			
1	MESA-Coordinator	April Montes	
2	Sciences/Administrative Assistant	Erin Askar	X
3	Sciences/Instructional Lab Tech II	Carol Smith	X
4	Sciences/Instructional Lab Tech II	Alan Wood	X
Classified Supervisors (2)			
1	VCBAS/College Services Supervisor	Susan Royer	X
2	VCBAS/College Fiscal Supervisor	Jeanine Day – Tri Chair	X
Administrators (2)			
1	Career Ed/Academic Dean	Felicia Dueñas	X
2	VCBAS/Director, College Information Technology	Grant Jones	X
Non-Voting Members			
1	VP-Business Services	Cathy Bojorquez – Tri Chair	X
2	Director, Facilities, M & O	Orlando De Leon	X
3	Recorder	Maureen Jacobs	X

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3	Dean, Health, Kinesiology, Athletics & Perf. Arts.	Tim Harrison	
4	Dean, Institutional Effectiveness	Phillip Briggs	X
5.	Assistant Dean, VCEC & Student Engagement	Jesus Vega	
6.	Faculty, History	Collen Coffey	
7.	Biology, Faculty	Preston Pipal	
8.	C. E. Administrative Asst.	Katheryn Solorio	X

Agenda Item	Discussion Notes	Action
1. Welcome / Introductions	Jeanine welcomed all. There were no new guests.	
2. Public Comments	None	
3. Action Items: A. Approval of Agenda B. Approval of Minutes C. Set BRC goals for 2020-21: <u>Goals for 2019-20</u> 1. Discuss and understand the State's new funding allocation model and create a list of implications for the budget at Ventura College 2. Analyze VCCCD's Allocation Model and create a list of implications for the budget at Ventura College. 3. Implement new methods of communication about budget issues to Ventura College employees.	A. Mark moved and Andrea seconded to accept the Agenda. There was no discussion and there were none opposed to approving the Agenda. B. Sandra moved and Felicia seconded to approve the February minutes. There was no discussion and there were none opposed to approving the Minutes. C. After discussion, Mark proposed that we accept numbers 1 and 2 for this year's goals. <u>Goals for 2020-21</u> 1. Discuss and understand the State's new funding allocation model and create a list of implications for the budget at Ventura College 2. Analyze VCCCD's Allocation Model and create a list of implications for the budget at Ventura College. After a discussion, number 3 was edited to read: 3. Continue with communications about the budget to Ventura College and explore new methods of communication. Mark moved and Kelly seconded. There was no additional discussion and no objections to accept these as our FY20-21 goals.	

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<p>B. FY22 Budget Update</p>	<p>Longevity).</p> <p>The district’s final conversation will be at the April Board meeting. If the Board agrees to the new proposed allocation model, our allocation will be calculated on the current allocation model. This will be an issue if we are going to be moving in the following years, to implementation of a new model. Hold Harmless is in effect. We will do well under the new model and could get more if we improve some metrics that would improve college district income in total.</p> <p>B. We received a second round of stimulus/CARES funds, roughly \$18 million in relief funds. Half of which must be direct payments to students and the other have related to Covid relief. We assume we have at least a year. We can use some of it for the lost revenue from the police department, Civic Center, and our Child Development Center.</p> <ol style="list-style-type: none"> 1. Kelly asked about the funds to students and Cathy replied that it is going through Financial Aid. Students may receive an “ATM”-like card with dollars to pay some of their fees and other related Covid expenses. We are working with the other two colleges to be consistent. The students need to have a FAFSA or Dream Act application on file in order to meet federal guidelines. 2. We will offer it first to the students most in need and then open it up to the other FAFSA or Dream Act students. \$150,000 is going out right now for this semester and the rest is for summer if the funds are not fully utilized. 3. We are working with the deans and departments regarding instructional supplies, software programs, professional development, training, and curriculum. 4. We are also looking at all of our air filtrations systems for every building as well as Ultraviolet Lighting that kills all pathogens, molds and other bacteria. 	
<p>5. Technology Advisory Group Report – Grant Jones or designee</p>	<ol style="list-style-type: none"> A. TAG has ranked our Program Review Requests. B. I.T. is working on another batch of 100 mobile workstations that we are fulfilling as staff requests. C. We are piloting the High Flex gear in Brent Wilson and Jenchi Wu’s rooms. D. We are refreshing labs. 	
<p>6. Facilities Oversight Advisory Group Report – Orlando De Leon and Steve Palladino or designee</p>	<ol style="list-style-type: none"> A. Steve discussed the Project Information Form (current name) that was just emailed to BRC members. This form can be used to get additional information through FOG’s review/guidance. It is an optional form. FOG will catalog the PIFs and keep track of the projects. We hope to have the form available online and make this part of the regular procedure, if the project is not part of Program Review, or if it needs the input that FOG can provide. Jeanine suggested we all look at it and bring it back next month. B. Felicia Dueñas and Blaine Schloo came to FOG and explained the Diesel Program project that is going to be at VC (classes previously held at Gibbs Trucking). The project will require minor changes to the doors and air exchange improvements. A Strong Workforce grant will pay for 	<p>PIF Form next meeting</p>

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	<p>this.</p> <p>C. Felicia added that this would allow more autonomy on the scheduling and kind of programming.</p> <p>D. Orlando said the solar project is nearly complete. The solar energy will tie into the grid. We are going to be able to have a battery system that we can tie into. We will get energy savings by being on a lower, fixed rate.</p> <p>E. The Science HVAC project will be completed at the end of April. After the commissioning, there will be cleaning, painting and some previously approved program review projects.</p>	
8. Items to report to CPC	None	
9. Future meeting agenda suggestions	<p>A. Review and vote on the equipment rubric to reflect an equity component.</p> <p>B. Review final PIF.</p>	
10. Announcements:	None	
11. Adjournment/Next Meeting	The meeting adjourned at 3:58pm. The next meeting is April 21, 2021.	

FY20-21Charge (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.