

CCC BUDGET COMMITTEE

Minutes of the Meeting

Committee Members

Mariles Magalong, Chair	Jason Berner	Nick Dimitri
Beth Goehring (by phone)	Joel Nickelson-Shanks	Terrill Mead *
Kelly Schelin *	Brian Williams	Carol Stanton *
Aman Butt, student	Pavan Johal, student	Yvette Escobar, note taker

* - absent

BUDGET COMMITTEE MEETING

October 17, 2018 2:00 p.m.

The meeting was called to order at 2:04 pm

1. The agenda was approved by the committee.
2. Introductions were made as there are two new student members: Aman Butt, ASU Secretary, and Pavan Johal, ASU Activities Coordinator.
3. The May meeting minutes was tabled for approval at the next Budget meeting and members were asked to review and send any edits to Mariles or Yvette.
4. There were no action items on the agenda.
5. Discussion of the 2019-2020 Resource Allocation Process:

The Budget Committee reviews applications for augmentation to the operating budget.

Although the committee receives staffing requests, there is a separate group that reviews these requests, consisting of the college President, college Vice President, Director of Business Services, and the Classified Senate President. Faculty positions are reviewed by the following: the college President, the college Vice President, the UF president or the VP whoever is the highest ranking UF member that resides at CCC, and the Academic Senate President.

The group that reviews Classified staffing requests has not convened in the last couple of years because there haven't been any funds for new classified positions.

The budget committee also reviews the applications for instructional equipment requests. This year there will be little review in this area as there are no Instructional Equipment funds for this year, however, there are carryover funds.

For 2018-2019 the Budget Committee decided to roll over budgets into 2018-2019. This will be the same process for 2019-2020. Last budget meeting there was a discussion regarding piloting a concept of a zero based budget or some version of it with the LA division. The main idea was to reallocate resources within the division's budget in collaboration with the department chairs. The same timeline that is tied into Comprehensive Program Reviews would also apply to this pilot. Beth prepared handouts outlining the timeline for Program Reviews: the deadline for the Comprehensive Program Review is the end of March 2019 and the Annual Plans are due mid-February 2019.

Zero-based budgeting was discussed, and it was agreed that Jason will pilot a reallocation process within his division. Part of his messaging is that there are no new funds and the only way to provide augmentation is to reduce departmental budgets.

It was also discussed that there is currently no process for funding new programs/departments. One example was the creation of a new program, funded originally by a grant. There is currently no process in place for institutionalization.

Currently, there are a few departments that overspend their budgets every year, and are clearly underfund. These departments include Athletics, Admissions and Records, Custodial Services, Library, edit may not be a good time to start discussing zero based budgets but that broaching a discussion around the new process could start with those departments in the LA division that were not spending down their budget. Also, to take a look at the last two to three years of how their monies were being spent.

There are no Instructional Equipment funds available this year but there is a carryover from prior years. Departments with carryover funds have until the beginning of May 2019 to spend these funds. Part of the carry-over is the Math award to build a math lab, which became available for reallocation when the bond funds covered the creation of the lab. This allowed the committee to fund Library and IT for 2018-2019.

Meeting adjourned at 2:47 p.m.