

 **CONTRA COSTA COLLEGE**
Budget Committee

Meeting Minutes

Date: SEP 21, 2022 (every 3rd Wednesday of the Month) **Time:** 2:00 p.m. – 4:00 p.m.

Location: ZOOM <https://4cd.zoom.us/j/92175453298> Meeting ID: 921 7545 3298

[Committee Charge and prior meeting agendas and minutes](#)

Voting Members

Chairperson: Arzu Smith

Managers: Monica Rodriguez, Ashley Phillips *Alternate:* Joel Nickelson-Shanks

Faculty: Andrew Kuo, Sue VanHattum *Alternate:* Gabriela Segade

Classified: Brian Williams, Michael Zephyr

Students: Harnoor Singh, 1 student vacant

Non-Voting Members

Managers: Nick Dimitri, Mayra Padilla, Sara Marcellino, Jason Berner

Present: Arzu, Monica, Ashley, Joel, Andrew, Sue, Gabriella, Brian, Michael, Nick, Mayra, Sara, Jason

Called to order at 2:00 p.m.

Item	Outcome/Decisions	Action Items
I. Welcome and Introductions		

II. Approval of Current Agenda	Arzu reported that multiple committee members will need to leave early due to another scheduled college meeting and asked to move up agenda item VII. Monica motioned to approve the amended agenda, Mr. Z. seconded, and the committee unanimously approved.	
III. Approval of the April 20, 2022 minutes	Andrew motioned to approve the minutes, Brian seconded, and the committee unanimously approved.	
IV. Public Comment	None	
V. Action Items	None	
VI. Review Committee Charge, Membership, and Voting Guidelines	Members agreed that committee's purpose will remain the same. Membership and voting guidelines were tabled to be reviewed at the next meeting.	Arzu will review past meeting minutes to confirm that committee composition matches what's posted on the website.
VII. Review/ set goals	<p>Mayra provided an overview of the ongoing work related to the program review re-design. She outlined some desired changes that were discussed during accreditation and during re-design meetings: 1) a multi-year forecast model, 2) rubrics and prioritization process to align allocations with the strategic plan, student centered funding formula, vision for success, guided pathways and equity plan priorities, 3) timeline for comprehensive review of needs submitted through program review process.</p> <p>Following goals were drafted for further review and discussion at the next meeting:</p>	

	<p>1- Perform quarterly review of general fund budget reports.</p> <p>2- Review and provide feedback as the planning committee re-designs the budget allocation process for program review.</p>	
VIII. HEERF Summary Update	Arzu presented a report that summarized CCC's HEERF allocation, expenditures, and remaining balances. At the end of August 2022, CCC had \$1.4M remaining funds in HEERF student aid grant and \$1.1M in HEERF institutional grant.	
IX. COVID Block Grant	CCC will receive roughly \$2.7M through a one-time state funded COVID recovery block grant. Allowable expenditures include support for basic needs and mental health, reengagement strategies for students, investment in information technology infrastructure, cleaning supplies and PPE, and more.	
X. Adjournment	<p>Meeting adjourned at 2:50 p.m.</p> <p>Next meeting is on Wednesday, October 19, 2022 at 2:00 p.m.</p>	