

CCC BUDGET COMMITTEE

Minutes of the Meeting

Committee Members

Mariles Magalong, Chair *	Jason Berner	Nick Dimitri
Beth Goehring	Joel Nickelson-Shanks *	Terrill Mead
Kelly Schelin	Brian Williams	Ken Sherwood
Carol Stanton *	Derek Casanares, student	Mayra Padilla (briefly)
Yvette Escobar, note taker		

* - absent

BUDGET COMMITTEE MEETING April 18, 2018 from 2:00 p.m. – 3:00 p.m.

Meeting was called to order at 2:15 p.m.

1. Agenda provided; no vote taken.
2. Minutes for March not available.
3. Action Items:
 - A. Review and vote on 2018-19 Operating Budget Funding Requests
4. Information/Discussion Items

It was noted by a Nick that using a rubric was not necessary this year as most of the budget requests should be funded as submitted with a few exceptions. It was noted that Kelly and Mayra were asked to review requests and see what they could fund.

Mayra Padilla provided a list of items that she could fund through Equity/HSI but with the stipulation that she would need some reporting requirements in order to be able to fund them. She would need a commitment from the programs that they would be willing to do the reporting required.

There was discussion around changing the budget allocation template so that the process and rubric are communicated to the campus community in a more transparent manner.

Nick stated funding requests should be simple because most people are at the appropriate funding level. There was a discussion about how it was decided

that most programs were at the appropriate funding level and, if it were based on spending levels that would be concerning as there should be more in depth research of the programs budget spending and funding. At this point it was brought to the Budget Committee's attention that this meeting was strictly for ranking the requests and making a decision on 18/19 department operating budget levels.

Discussion around Budget Allocation process should allow for a way for programs to state how they spent their budget so that the Budget Committee could see if it is aligning with the programs plans. The rubric was brought up and Jason stated rubric was never officially approved but that it should be revisited for the next budget meeting. Next Budget Committee agenda needs to include, "Finalize Rubric". Mayra stated that there are rubrics for **Equity/BSI** and something similar for 3SP and that she could submit that information. Kelly stated that she was interested in seeing these rubrics so that we don't start from scratch but build from what we have.

Question of underspending brought up and what happens to funds that are not spent. Nick stated that the extra funds DO NOT go back to the state, except for grants. Any department underspending goes back to the College budget to pay for the departments that historically overspend. Committee also discussed having professional development requests go through the Professional Development office so that operating budgets are not utilized for this purpose and funds could be focused more towards direct programmatic needs.

Jason motioned to allocate the 18/19 department operating budgets at the same level as 17/18 with no changes.

All in favor; none opposed.

Motion carries.

5. Adjournment 3:00 pm