



Minutes

Committee Name: Budget Development Committee

Date: April 18, 2019

Time: 9:00am – 11:00am

Location: Admin Conference Room - 318

Present: Lisa Couch, Corey Marvin, Heather Ostash, Matt Crow, Matt Jones, Debbie Gregory, Stephanie Brantley, Kristie Nichols, Crystal Leffler

Absent: Frank Timpone, Subber Dhillon

Committee Charge: To recommend, through a transparent, collegial, and inclusive process, a tentative budget to College Council that addresses the college mission and supports the educational master plan, institutional priorities as expressed in strategic goals, and integrated annual plans.

1. **Call to Order**
2. **Approval of Agenda**
3. **Approval of Minutes and Action Items** – Minutes approved from 4/3/19

3.1 Lisa will reach out to Heather to see if she still needs the year to date budget data 4/3/19. Heather did not need YTD budget information.

3.2 Lisa will add in copier for Mammoth and office space for Tehachapi to budget requests. Completed see item 4.2.

3.3 Lisa will send out an email on the current budget situation that explains mandatory mission critical giving individuals an opportunity to discuss any items that may have been overlooked. Completed 4/8/19.

4. Informational Items

4.1 2019-20 Revenue/Expense Update – Lisa provided the GUOO1 updates as of 4/18/19. Balanced on reserve by 2.8M still meeting Board Policy minimum requirement. Labor may change after categorical funding review.

4.2 2019-20 Budget Adjustments – Lisa provided a breakdown of the adjustment made from April 3, 2019 discussions.

4.3 2019-20 Summary of Requests Update – Lisa provided the updated summary worksheet for review. Lisa received feedback from Dean Houck related to the review of “mandatory” requests. With new art position at Tehachapi there may be a need for supplies depending on specialty hired.

4.4 019-20 Resource Requests Update – Lisa provided an updated worksheet with “Requested” vs “Mission Critical” totals for review.



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5. Discussion Items –

5.1 Presentations from Budget Requestors –

Julie Cornett joined the committee to discuss the library budget. Julie asked we not cut adjunct funding. She feels it is mission critical at all sites. The book budget was cut to zero. The committee explained we are looking at worst case scenario, if money does not come thru. If we end up funding at this level, we will be balanced heavily on reserve and positions may be eliminated. Instructional equipment funding is also not available. Julie now has a better understanding of the current situation. Heather will follow up with Julie on some possible categorical funding.

John McHenry joined the committee to discuss the athletics budget. John explained travel and paying officials is hard to predict. The main thing is there is no replacement plan in place for equipment. Items used every day, such as screens and nets. The baseball rolling back stop cage used for games/non games is over 20 years old. John would also like to showcase the campus to bring more student athletes here. John was encouraged to create a replacement plan for athletics outlining inventory and age of equipment.

There were no other requests to meet with the committee. The committee discussed our faculty obligation that must be met. The state tracks our full time faculty at the district level. Our share was 5 and we gave one to Porterville. If we grow we have no choice, we have to meet the number. The district reserve was discussed. All colleges are in the same position this year. After the May revise we will have a better idea of where we are. There is an understanding and we are aware this is not sustainable. The committee discussed the plan going forward and due to the situation we may not know until June. The committee agreed to communicate the situation to faculty. The committee discussed the best approach to move forward if additional funds come in. These included faculty working with deans on a list of what should be funded first or requestors prioritize their own budgets. We may be doing substantial budget work over summer. The committee agreed to present our recommended tentative budget to Jill Board.

6. Review of Action Items

7. Future Agenda Items

8. Meeting Recap for Report-Out

Lisa will move forward with our recommended budget pending any further information.



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9. Future Meeting Dates

April 25, 2019 at 9:00AM

10. Adjournment

Meeting Chair: Lisa Couch

Recorder: Crystal Leffler