



Minutes

Committee Name: Budget Development Committee

Date: April 18, 2022

Time: 1:00PM

Location: Zoom

Present: Lisa Couch, Debbie Gregory, Kelly Potten, Alex Gilewski, Matt Crow, Kristie Nichols, Corey Marvin, Heather Ostash, Matt Jones

Absent: Non-members in attendance: Cody Pauxtis

1. **Call to Order** – 1:07 pm
2. **Approval of Agenda** – Agenda approved with no changes.
3. **Approval of Minutes and Action Items (attachment)** – Minutes were reviewed and approved from 4/11 with no changes.
4. **Resource Request Presentations**
 - A. Maintenance & Operations – Cody joined the committee at 1:11 pm to present the Facilities Resource Requests Analysis that came through the budget planning process. Cody provided extensive details on supported and non-supported items. He shared items that were supported by alternate funding along with a list of completed or in-progress items for 21/22. Cody provided a list of items that will be funded by Measure J for the athletics sports complex. The committee had no questions on the analysis.
 - B. Professional Development – Corey provided details on the Professional Development budget. Corey stated KCCD adopted the Chancellors Office Vision Resource Center. The VRC is the Chancellor’s Office Professional Development site where various professional development activities and information are made available. The request addresses goals in the 18-21 College Strategic plan. The committee had no questions on analysis.
 - C. Staffing – Lisa discussed the Staffing Plan that Dr. Hancock presented at the last College Council meeting. The Staffing Plan has been posted in the group for review. Lisa discussed the new positions and management structure. Members thought it would be useful to know what the budget impact would be if all positions were funded.



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5. **District Wide Budget Committee** – Lisa reported the DWBC has not met since our last meeting on 4/11/22.
6. **HEERF/COVID Requests** – No discussion.
7. **Budget Request Review**
 - A. LR001 – Lisa shared the LR001 ratings. The committee discussed adding bonus points for work done to create prison partners. Lisa recommended looking at Chancellor’s Office for reimbursement on the library books for Cal City prison. Lisa will remove the request from the discussion on lottery funds. There were no other Bonus points in the worksheets for LR001.
 - B. Instructional Equipment – There was only one request and that was to replace gym equipment. Heather explained the original equipment in the gym was on a replacement schedule however the most recent purchase is not functional. Equipment purchased is inexpensive, constantly breaking, and cannot be serviced. The request would replace all equipment at once. The committee reviewed the ratings on Full weight room equipment. Heather provided details on the request and its importance to align with our programs. There was discussion that the new weight equipment should have a life of 20+ years and we would begin looking at a replacement plan in 10-15 years. Since we had allocated more funds for instructional equipment than this request is for, it was suggested we go back out to faculty chairs and have them look at areas for Instructional Equipment funding.
 - C. Resource Requests - none reviewed due to missing ratings. All individuals should complete their ratings in advance of the April 25 meeting so that the ratings can be compiled.
 - D. GU001- Each group should complete their ratings in advance of the April 25 meeting so that ratings can be compiled.



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8. Future Agenda Items

9. Meeting Recap for Report-Out – There were three Resource Analysis Presentations. The committee reviewed Lottery ratings and Instructional Equipment requests. The committee will continue ratings by groups to be completed by Thursday.

10. Future Meeting Dates

4/25/22	9am-10:30am
5/05/22	10:30am – 12noon

11. Adjournment

Meeting Chair: Lisa Couch

Recorder: Crystal Leffler