



BUDGET COUNCIL MEETING

AGENDA

April 19, 2023; 2:30pm – 4:00pm | LRC 250

| [Teams Link](#) | [Website Link](#)

| AGENDA ITEMS | SUMMARY |
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| Program Review/Mid Cycle Update (Janet Houlihan) | <ul style="list-style-type: none"> • 2 items (highlighted) can be funded by SFE and not PR funding • \$570,000 left in SFE • \$250,000 carryover to next year PR funding • List will go to President’s Council for final review |
| Budget Development Cycle DRAFT Update (Janet Houlihan) | <ul style="list-style-type: none"> • Send to various committees • Martie will take it to the Program Review task force for review and comments |
| Process for Special Funding (Janet Houlihan) | <p>SB85</p> <ul style="list-style-type: none"> • Most proposals are from Student Services • All have been approved and mostly for the Transfer Center. All should be funded. • Meridith will decide how to distribute • SB85 is over 1M <p>Covid Recovery Block Grant</p> <ul style="list-style-type: none"> • \$17,000 for evening librarian services • \$85,000 for evening online counseling services |
| Monthly Balance Reports (Janet Houlihan) | <ul style="list-style-type: none"> • Dashboard for Budget transparency <ul style="list-style-type: none"> • Software is stopping the process • Paul sends reports to Exec team monthly • It will now be posted to Budget Council Teams for access • Safety expenses – where funding comes from. Janet will meet with District to find funding for safety improvements. |
| Budget Development and Unfunded Items (Janet Houlihan) | <ul style="list-style-type: none"> • Paul worked with Banner self-service for Budget development • Paul will present changes at next Budget Council meeting for underfunded programs • Managers must use this process for unfunded items • Items that have annual expenses will be able to begin process to get necessary funding • Programs that have base amounts are Puente, Umoja, ASC, commencement, special events, and others • Joint meeting with President’s Council and Planning Council to discuss how to handle unfunded and underfunded programs • Next meeting, Budget Council will review categorical and General Funds • Paul and Janet will create table for review • Strongly suggest Budget issues as a Flex Day topic in next Flex Day in August 2023 |

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| | <ul style="list-style-type: none"> • Paul suggested zero based budget and will put out info on the budget for anyone to access • It was determined that managers need to be working with chairs on what can be spent, how much each department or program has. Managers need to be more involved in the information being distributed and not rely on classified staff to handle all of it. • It was discussed that any program or department that is denied funding should be directly told why • State is giving funding to fund required programs and we need to be kept aware of this funding for our knowledge and for transparency |
| Other (All) | <ul style="list-style-type: none"> • Parking <ul style="list-style-type: none"> • Challenges in implementation • Hoping to have system working in Summer and definitely working for Fall |
| Announcements (All) | <ul style="list-style-type: none"> • |

Chair: Janet Houlihan

Co-Chair: Martie Ramm Engle

Recorder: Dawn Dittmer

Participants:

Pete Bouzar, Dorsie Brooks, Susie Castellanos, Annamaria Crescimanno, Tiffany Glover, Jessica Jacobs, Charissa McCord, Martie Ramm Engle, Brian Thill, Natalie Timpson, Paul Wisner

Next Meeting: May 3, 2023