



BUDGET COUNCIL MEETING

AGENDA

May 3, 2023; 2:30pm – 4:00pm LRC 250

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

AGENDA ITEMS	SUMMARY
DEIA and SEP Plans (Susie Castellanos / Jeanette Jaramillo)	<ul style="list-style-type: none"> Review plan at the link and provide feedback in whatever manner is easiest.
Budget Development Process / Cycle (Janet Houlihan)	<ul style="list-style-type: none"> Draft of cycle document has been updated with edits from the Program Review workgroup and will be posted to Teams and Budget Council website page (links above).
Tentative Budget Update (Paul Wisner)	Factors affecting the campus budget: <ul style="list-style-type: none"> Benefits have gone up, more than \$20K per person, not including payroll taxes (approx. 20% additional) Part-time faculty underfunded about \$2M \$69M Budget / \$63M Funded - \$6M Deficit (Negative line item will be built in that will later be resolved, but this will not be a continuing fix moving forward) Look at all sources of funding and how funds can be better utilized We don't currently charge administrative or utility fees for our facility rentals, but these costs have increased for us There aren't as many students on campus to pay parking fees May Revise coming May 10 COLA is in Tentative Budget at 8.15% (annual) State says it's going to be 8.56%, but they cannot fund that, College's portion would be \$1.5M to make that up.
Program Review / Mid Cycle Requests / Funding Allocations (Janet Houlihan)	<ul style="list-style-type: none"> Funding sources proposed for each Mid-cycle request, with notes for individual items as needed. Look at ways to increase our purchasing power by using other vendors, sharing across areas Confirm IT/Technology Committee has reviewed these requests Requests are siloed, look for ways to combine or share requests across areas, possibly during the request process The cost of time is not accounted for Spreadsheet to be posted with tabs that total the funding sources
RFP Process (Janet Houlihan)	<ul style="list-style-type: none"> This is process driven so it should be discussed in Planning Council
Joint Meeting – Potential Dates (Janet Houlihan / All)	<ul style="list-style-type: none"> Hold May 18th 1:30-3p for next Joint Meeting with President's Cabinet and Planning Council. Discuss process and prioritization.
Monthly Report - Post (All)	<ul style="list-style-type: none"> Monthly general budget report to be posted to Teams and Website page after they are available (around the 15th of the month)

Other / Announcements (All)	<ul style="list-style-type: none"> •
Future Agenda Item – Marlene Drinkwine / May Revise (Janet Houlihan / All)	<ul style="list-style-type: none"> • Coast District Vice Chancellor of Finance, Marlene Drinkwine, to present on the May budget revise at next meeting (May 17)

Chair: Janet Houlihan

Co-Chair: Martie Ramm Engle

Recorder: Dawn Dittmer

Participants:

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

Next Meeting: May 17, 2023