



West Los Angeles College Campus-wide Governance Committee Self-Evaluation Form



Committee Name: Budget

Committee Charge (Summary): The committee: advises on the process for the preparation, timeline, and development of the college's annual budget and synchronizes this process with the LACC District budget committee. It periodically reviews budget reports from the Vice President of Administrative Services to assess progress of budgets throughout the fiscal year to promote transparency. The committee identifies discretionary resources and makes allocation recommendations to the College Council for these funds. In the event of a District fiscal emergency, the committee makes recommendations regarding proposed plans for action.

For Academic Year: 2016-2017

Date of Self Evaluation: ??/??/2017

Month	Meeting Date(s)	# Attending	Minutes posted?		Please List the Major Issues/Tasks Addressed at Each Meeting
			Yes	No	
August	No mtg.	-----	---	---	• -----
September	9/22/16	10	X		• Presentation of 2016-17 Final Budget adopted by the BOT.
October	10/27/16	13	X		• Presentation on Education Protection Act (EPA)
November	Rescheduled	-----	---	---	• -----
December	12/1/16	10	X		• Growth projections for FY 17-18
February	2/23/17	11			• Presentation of proposed budget FY 2017-18
March	3/23/17	10			• FTES projections, Enrollment Management, resource prioritization processes
April	4/28/17	8	X		• Resource prioritization retreat with PIE Committee
May	5/25/17				• Year-end financial projection, FY 2017-18 Tentative Budget
May					•
Average Attendance					

<i>Major Committee Accomplishments & Achievements in Past Year</i>	<ul style="list-style-type: none"> • Further refinement and definition of the planning and resource allocation cycle. • Creation of the Enrollment Management Committee. 	
<i>Major Obstacles/Problems with Committee Function</i>	<ul style="list-style-type: none"> • Committee attendance and ability to engage the whole campus in budget discussions and understanding of planning and allocation processes. 	
<i>Recommendations for Improving Committee Process/Efficiency</i>	<ul style="list-style-type: none"> • Possible joint meeting with other committees in addition to P.I.E.? e.g., College Council, Academic Senate, Curriculum, etc. • Hold "town hall" style meetings on budget-related topics. 	
<i>Committee Assessment of Goals for Past Year</i>	<ol style="list-style-type: none"> 1. Continue to refine the planning and resource allocation feedback loop. 2. Creation of an Enrollment Management Committee as part of the campus participatory governance structure. 3. Ensure the proper stewardship of college funds and assets. 	<ol style="list-style-type: none"> 1. Allocations were publicly released to the recipients (early Sept.), College Council (early Sept.), Budget Committee (late Sept.), and will be published on college website in fall (mid-October). 2. Done. 3. College ended fiscal year with healthy fund balance and over 7% enrollment growth.
<i>Committee Goals for Coming Year</i>	<ol style="list-style-type: none"> 1. Monitor the fiscal impact of declining enrollment and provide input to Enrollment Management Committee. 2. Expand communication of committee charge and role to campus to engender greater 	

	participation.
<i>Actions Undertaken to Ensure Meeting the Relevant Accreditation Standards</i>	<ol style="list-style-type: none"> 1. Allocations were publicly released to the recipients (early Sept.), College Council (early Sept.), Budget Committee (late Sept.), and will be published on college website in fall (mid-October). 2. Documented planning and resource allocation cycle with graphics and written timeline.

Co-Chair Names: Olga Shewfelt, AFT Faculty
Iris Ingram, Vice President, Administrative Services

Members, 2016-17:

Academic Senate (4): Charles Daniel
AFT Guild (4): Olga Shewfelt, Vidya Swaminathan
Vice Presidents (3): Ara Aguiar, Roberto Gonzales, Iris Ingram
AFT Classified (2): Dionne Morrisette, Ashanti Lyles
Other Classified Bargaining Unit (1): Bruce Hicks (SEIU 721)
Teamsters (1): Walter Jones
ASO (1): Stacy Perez

Ex Officio
President: Jim Limbaugh
College Council, Chair: Fran Leonard

Resource
Rasel Menendez
Hansel Tsai
Helen Lin