

Committee Co-Chairs

Ken Takeda
Olga Shewfelt

Academic Senate

Ken Lin
Fran Leonard

Administration

Phyllis Braxton
Bob Sprague
Ken Takeda

AFT Classified

Dionne Morrisette
Ashanti Lyles

AFT Faculty

Olga Shewfelt
Vidya Swaminathan

ASO

Matthew McCracken

SEIU 721

Bruce Hicks

Teamsters

Eric Ichon

Planning Comt Liaison

Rebecca Tillberg

President / Guest

Nabil Abu-Ghazaleh

Resources

Rasel Menendez
Hansel Tsai
Helen Lin

Minutes (Draft)

Thursday, February 26, 2015 2:30PM
Student Services Building, Room 414

Present:

Ken Takeda	Co-Chair, VPAS
Olga Shewfelt	Co-Chair, AFT Faculty
Allan Hansen	Facilities Director
Bruce Hicks	SEIU 721
Vidya Swaminathan	AFT Faculty
Dionne Morrisette	AFT Classified
Eric Ichon	Teamsters
Dawn Castillo	Guest
Rob Hager	Guest
Hansel Tsai	Resource, Admin Services
Rasel Menendez	Resource, Admin Services

1. Call to Order: 2:47 pm

The meeting was called to order by the co-chair at 2:47 PM. Approval of agenda was skipped due to lack of quorum but was later approved upon arrival of other members.

2. Approval of Minutes

Approval of November 20 and Jan 22 minutes was skipped due to lack of quorum. Upon arrival of other members, quorum was achieved and the minutes were approved.

3. Old Business

- a. Process for Funding Supply Budgets**
- b. Process for Budget Supplements**

These were discussed and recommended for approval at the January meeting and will be advanced to the College Council

c. Committee Self Evaluation

The content of the draft Budget Committee evaluation form was discussed further. The evaluation was approved after a few minor edits were made.

BUDGET COMMITTEE**Committee Co-Chairs**Ken Takeda
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Helen Lin**4. New Business:****a. Budget Supplement**

Plant Facilities - A request for a budget supplement of \$92,789 for Plant Facilities for the current fiscal year was presented by Facilities Director Allan Hansen. The reasons given for the budget deficit were a 16% increase in the cost of electricity and a 15% increase in water expense over last year. These increases were not all part of Facilities' current year budget. Action was deferred to the March meeting with a request for additional information to back up the increase in costs.

b. Second Quarter Report/Meeting

Ken shared with the group the Enrollment Management discussion the West administrators had with the District Budget group during their second quarterly meeting. He shared West's target enrollment figures submitted by the District to the State:

Summer 2014	304
Fall 2014	3,240
Winter 2015	335
Spring 2015	3,213
Summer 2015	172
total	7,264

Ken explained that so far, actual enrollment figures are less than the above targets. But since State allows us to move Summer FTEs between FY 14-15 and FY 15-16, West can still plan to offer sufficient Summer classes to achieve our 4.75% target growth of 7,227 FTEs.

Ken also shared with the group the State's apportionment in FTEs:

State's guaranteed funded base	6,899
2.75% growth	7,089
3.75% growth	7,158
4.75% growth	7,227

Ken mentioned that the State agreed to fund 2.75% but since not all Colleges across California can achieve this growth, the District encouraged growth of more than 2.75%, as the State is expected to redistribute this growth money to Colleges that will grow more than 2.75%. Actual enrollment as of 2.23.2015 and projected for Summer 2015 were as follows:

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Summer 2014	304
Fall 2014	3,210
Winter 2015	326
Spring 2015	2,875
Summer 2015 (needed to achieve 3.75%, West needs 246 Non-credit FTEs, instead of 169 to achieve 4.75%)	436
total	7,151

Ken also shared with the group the revenue and expense calculations of the College vs. that of the District. College is projecting a \$149K surplus while the District calculated a \$276K surplus by end of the fiscal year.

c. PIE Committee Report

This item was tabled since Rebecca Tillberg was absent.

d. District Budget Committee, February 18, 2015

Ken distributed the meeting materials to everyone prior to the meeting for everyone's information.

5. Adjournment: 4:11 pm

Next meeting: March 26, 2015