

Committee Co-Chairs

Iris Ingram
Olga Shewfelt

Academic Senate

Charles V. Daniel
Vacant

Administration

Michael Goltermann
Ara Aguiar

AFT Classified

Dionne Morrissette
Ashanti Lyles

AFT Faculty

Olga Shewfelt
Vidya Swaminathan

ASO

Amarachi Uwakwe

SEIU 721

Bruce Hicks

Teamsters

Walter Jones

Planning Comt Liaison

Rebecca Tillberg

President / Guest

Bob Sprague

Resources

Rasel Menendez
Hansel Tsai
Helen Lin

Minutes

Thursday, December 3, 2015 3:00PM
Student Services Building, Room 414

Present:

Iris Ingram	Co-Chair, VPAS
Olga Shewfelt	Co-Chair, AFT Faculty
Hansel Tsai	Resource, Admin Services
Rasel Menendez	Resource, Admin Services
Helen Lin	Resource, Academic Affairs
Rebecca Tillberg	Teamsters
Dionne Morrissette	AFT Classified
Ashanti Lyles	AFT Classified
Antoinette Simpson	Guest (on behalf of Bruce Hicks)
Vidya Swaminathan	AFT Faculty
Charles V. Daniel	Academic Senate
Juan Rodriguez	ASO
Tim Russell	AFT Faculty
Ken Lin	Guest
Sheila Jeter-Williams	Guest
Walter Jones	Teamsters (alternate)
Ara Aguiar	Vice President Academic Affairs (Acting)

1. Call to Order / Approval of Agenda: 3:39 pm

This meeting was called to order co-chair Iris Ingram at 3:39 PM. Agenda approved with modification. Motion to switch order of items 3a & 3d approved. Items 3a & 3d were switched to accommodate Ken Lin's request.

2. Approval of Minutes

September 24th meeting minutes **approved** with modifications to page 1 section 3A lines 3-5.

3. Old Business

a. Report on Lottery (Prop 20) Funding Allocations (Ken Lin)

Ken Lin reported on the Receipts and Expenditures of Proposition 20 Lottery Funds. \$278,452 was received in FY14-15. \$48,000 was spent on books, \$12,000 on

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Instructional Materials, and \$197,533.63 on Library Media Materials. The \$197,533.63 spent on Library Media Materials is the largest expense and was used to pay for unlimited access to different journals and databases such as ProQuest. The library is charged for journal and database access based on FTES numbers from prior semester. In response to question from committee member regarding how lottery funds allocated to the Library support student services program, Ken Lin clarified that there are textbooks housed in the library for student to use.

Co-Chair Ingram explained that Lottery money can only be used for instructional materials and although lottery income varies, line items remain constant. V.P.A.A, Ara Aguiar explained that the college began allocating all lottery funds to the Library in response to the last accreditation review. During the last accreditation, the college was told that the Library should be funded with a stable source of income.

Co-Chair Ingram stressed that the campus reporting mechanism of Lottery Funds allocation and the process of allocating Lottery Funds needs to be revised for tracking and accountability purposes. Co-Chair Ingram noted that legally, library funds could be rolled and carried over into subsequent fiscal years.

b. Campus Budget FY 2015-16 (Iris Ingram)

CO-Chair Ingram gave an updated budget presentation for FY 15-16. West started the FY with \$36 million. District received \$57.7 million from state mandated reimbursement payment for cost used to fulfill mandated programs. \$557,274 was appropriated to West in mid-November from this reimbursement. The reporting requirements of the \$557,274 allocated to west included stringent restrictions. \$2million was used to cover Sheriff's Department expenditure due to the board's refusal accept district's 1 year proposal to cover Sheriffs cost.

Currently, West's total budgeted expenditure is currently over budget because the decision was made as a campus to increase growth and as a result total certificated salaries increased. Co-Chair Ingram explained that WLAC's actual expenses currently exceeds projections by 8.12 % because we added 40 sections to meet our FTES target. Our reimbursement for these growth cost is being funded at \$4,675/Credit FTES and \$2,811/ non-credit FTES. Detailed budget report with all revenues and expenses will be sent out to committee members at the request of Co-Chair Shewfelt.

Co-Chair Ingram reported that we have a new goal to increase FTES by 6% or 7,663 FTES for FY 2015-2016. Additionally, we are being appropriated non-credit FTES and should expect an estimated additional growth allocation of \$864,000. Co-Chair Ingram stressed that we have to grow above the new 6% goal in order to receive the \$4,675 FTES credit. West would have to repay \$864,000 if we fail to meet our 6% growth target.

It was noted that classroom sizes for Spring 16 semester will be increased to help meet target and reduce costs. CO-Chair Shewfelt expressed that meeting 6%, growth target is not an easy task but is an important goal and emphasis should be placed on managing allocations and balancing the college's budget through collaboration. Co-

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chair Ingram recommended setting aside \$500,000 going forward to help balance the college's budget.

c. Accreditation (Hold until January 2016 meeting)

d. District Budget Committee (Hold until January 2016 meeting)

4. New Business:

a. Classified Hiring Plan (Approved)

Motion to adopt Classified Hiring Plan. All members voted **Yes**.

b. Funding Classified Hiring Plans & Other Needs (Skipped)

5. Adjournment: 4:44pm

Next meeting: January 28, 2016