

**Committee Co-Chairs**

Iris Ingram  
Olga Shewfelt

**Academic Senate**

Charles V. Daniel  
Sara Coppola

**Administration**

Ara Aguiar, VPAA  
Roberto Gonzalez, VPSS

**AFT Classified**

Dionne Morrisette  
Ashanti Lyles

**AFT Faculty**

Olga Shewfelt  
Vidya Swaminathan

**ASO**

Stacey Perez

**SEIU 721**

Bruce Hicks

**Teamsters**

Walter Jones

**Planning Comt Liaison**

Rebecca Tillberg

**President / Guest**

James Limbaugh

**Resources**

Rasel Menendez  
Hansel Tsai  
Helen Lin

**Minutes**

**Thursday, October 26, 2017 3:00PM  
Student Services Building, Room 414**

**Present:**

Iris Ingram	Co-Chair, VPAS
Olga Shewfelt	Co-Chair AFT Faculty
Charles V. Daniel	Academic Senate
Sara Coppola	Academic Senate
Vidya Swaminathan	AFT Faculty
James Limbaugh	President
Agyeman Boateng	(for R. Tillberg Pie Liaison)
Roberto Gonzalez	VPSS
Ara Aguiar	VPAA
Hansel Tsai	Resource
Rasel Menendez	Resource
Helen Lin	Resource
Dionne Morrisette	AFT Staff Guild
Ashanti Lyles	AFT Staff Guild
Tim Russell	AFT Faculty Guild
Walter Jones	Teamsters

**1. Call to Order / Approval of Agenda:**

Meeting called to order by Co-Chair Iris Ingram at 3:40 PM.

**2. Approval of Minutes (September 28, 2017)**

September 28<sup>h</sup>, 2017 meeting minutes approved as amended. Motion to approve moved by Walter Jones, seconded by Charles Daniel

**3. Old Business**

**a. District Budget Committee (O. Shewfelt)**

Co-Chair Shewfelt reported that the District financial accountability measures were reviewed at the last District Budget Committee meeting. Dr. Limbaugh added that each of the three schools in structural deficit now have teams from other campuses that are helping them and there was discussion on the progress being made by the teams. Additionally, at the Budget and Finance Committee meeting there was discussion on the District Human Resources Audit. Mr. Blanshard, Director of Internal Audit presented his audit findings during this meeting and there was a motion to hire an external auditor to help correct HR issues. Additionally, it was also discussed at the DBC that each College will be provided \$100,000 for overtime and sub & relief to help with deployment of the Peoplesoft system.

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**4. New Business:**

**a. Committee Self-Evaluation**

Co-Chair Ingram reviewed the committee self-evaluation form from the last meeting and noted that she has not received additional feedback from committee members since the last meeting. A report on All Fund Budget will be added as a goal for the committee. Co-Chair Ingram stated that she would like to include integrated planning as a goal. Performance based planning is the wave of the future and this might be a goal for the committee to discuss for this year.

Dr. Limbaugh mentioned that the State authorized \$150M for the implementation of Guided Pathways. In order to receive the allocation, the College is required to complete a Self-Assessment, attend IEPI workshop and submit a 5-year action plan Dr. Limbaugh stressed that Guided Pathway is not trend and this is an opportunity to change what we have been doing. Overall, Guided Pathways has fiscal implication and bearing on how we conduct business going forward.

Dr. Gonzales added that a group from West attended the IEPI trainings. One of the big task the college was given is to fill out and submit a guided pathways self-assessment that is due in December. Additionally, SSSP and Basic Skills funding are starting to become performance based as well. The next meeting of the guided pathways workgroup is November 9 at 2:00pm. Co-Chair Ingram mentioned that she believes in the near future most of our funding will be performance based. There is ongoing discussion between the Chancellor and the Governor's staff regarding changes to the funding model. The main issue with the current funding model is that they have been largely predicated on growth.

Co-Chair Ingram suggested that we include development of a performance-based budget process and procedures as a goal.

**b. All Funds Budget**

This will be presented at the November meeting.

**c. Monthly Financial Projection Report**

Co-Chair Ingram reviewed the Monthly Projection Report. She stressed that this is the document forwarded to the District monthly and reviewed every quarter with the Vice Chancellor and CBO. This report does not include payment for growth in the current fiscal year. We estimate high for expenses but there are some charges we can allocate to SFPs in order to build up our unrestricted fund balance.

There is a good chance we go into stability come July 1 if the District as a whole does not grow. In response to questions on how this would affect Faculty Obligation Number (FON), Co-Chair Ingram stated that FON is predicated on growth and there is still a legal obligation to meet FON or we pay a fine. The President added that he

## BUDGET COMMITTEE

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would like to get the message to the campus that we will have an ending balance and the campus will not be in structural deficit.

Co-Chair Shewfelt, asked for a detail report of our expenditure because our ending balance for last FY was 3.4m and our projected ending balance is \$900k+. Co-Chair Ingram responded that the major categories that make up the fund balance will be reported.

Suggestions for committee self-evaluation should be sent to VP Ingram

**5. Adjournment: Meeting adjourned at 4:37PM.**

**Next meeting: November 30, 2017**