

Budget Committee Meeting Minutes

[09/16/2020]

[3:00-5:00PM]

[Zoom ID]

MEMBERS:

VOTING – List full name below, identify which constituency group each individual represents (place X in box adjacent to name when present)			
X	Maya Henderson-ASMC		Tauheeda Anderson
X	Marie Amboy-A		Phasasha Phar
X	Lilia Chavez-A		
	Denise Richardson-A		
X	Kinga Sidzinska-C		
X	Charlotte Victorian-C		
X	Victor Littles-C		
	Wadduda Karim		
X	Thomas Renbarger-F		
X	Derrick Ross-F		
X	Rebecca Uhlman-F		
	Linnea Willis-F		
NON-VOTING – List full name below, identify which constituency group each individual represents (place X in box adjacent to name when present)			
X	David Johnson President		

GUESTS:

AGENDA ITEM	DISCUSSION	FOLLOW-UP ACTION
I. Call to Order	Meeting called to order at 3:02PM	
II. Adoption of Agenda	Motion to adopt the agenda Thomas Renbarger moved to approve the agenda, second by Victor Littles All in favor	Chair – Email to merrittgovdocs@peralta.edu
III. Approval of Minutes	<ul style="list-style-type: none"> The last meeting minutes have not been approved Rebecca will share the zoom recording. The recordings will be used to produce the minutes for us to approve at the next meeting We will have to approve two sets of minutes 	Chair – Email to merrittgovdocs@peralta.edu
IV. Action Items/ Presentati	<ul style="list-style-type: none"> Temp Co-Chair Nomination and Approval 	

<p>ons</p>	<ul style="list-style-type: none"> • The primary action item is that we need a temporary co-chair. I reached out to Linnea and she has agreed to step in while Rebecca the existing co-chair will be on maternity leave • Tom Renbarger was nominated as a co-chair for this meeting but would like to revisit this in the next meeting • Recognizing that there was no one from business in this meeting. We must obtain the information and discuss in the next meeting • Recommendation for classified member to be Lilian. Tachetta will reach out to Lilian and if there's an agreement that will be the last position for a classified representative. 	
<p>V. Standing Items</p>	<ul style="list-style-type: none"> • Integrated Planning and Budgeting Model • Review of Budget Development Phases Power point from process improvement workshop over the summer We have currently noted as our budget development process Phase 1- Resume Allocation Phase 2- Planning Phase 3-Development • To ensure that there's equity accreditation and assessment. On every template to ensure there's a level if discussion to ensure that we have these components. 	
<p>VI. New Business</p>	<p>Review of Committee Charge</p> <ul style="list-style-type: none"> • The validation will happen in the first two to three weeks in November. The prioritization of that resource request list based off the rubric that Is being identified and my understanding will be send out tomorrow. That will identify high priority components of technology, facilities, and staffing. It should be no more than 3 pages and it will reviewed by committee in December. A joint meeting in January and will actually review all the feedback by those other committees on that prioritization list. After voting pass or not pass along with the Presidents formal approval. • Then will incorporate the that resource request list should be used as a tool in the process of budget development in January. February everybody will be assigned to start developing their budgets. This committee reviews what isn't clear, it is whether or not those sort of two day events that were allowed in the past . Also reflect on the budgets that have been developed by the cost center managers will be shared and approved 	

- According to the phases last meeting in March. In April we provide the district the templates so that they can allocate our budget
- This committee primary goal is to ensure those things are happening right so that prioritized list can be reviewed and approved but that won't happen until January
- There's heavy amount of navigation between the development phase
- The administration actually does the initial prioritization of all the budgets request then this committee reviews the prioritization
- That prioritization gets forward and there's a joint meetings with IUC. Ultimately reviewed by the budget and gets passed on to college council to vote. The highlighted will be the main priority
- We actually receive a list from the Management then you guys proceed with voting this rubric to prioritize all the resources request that have been extracted from all the APU'S turned in.
- If able to carry forward as a renew component to those 3 additional bodies technology, facilities, and institutional effectiveness in December to all additional feedback
- Then moves forward joint meeting of the budget committee as well as the council to basically put their sort of final eyes and approval

Development of Committee Goals
The Committee goals

- To ensure we are meeting out committee obligation as it remarks to IPB model
- We can choose one thing through the year. We evaluate at least one sort of investment and determine the impact. We can measure student success and equity
- We can revise the goals and revisit them
- Vicky and Linnea might have the previous committee goals written
- We agreed to have 3 attainable goals or this committee to evaluate in the Spring
- Administrative Procedure-IPB

	<ul style="list-style-type: none"> • Reviewed and the only two things that are not linked to it currently are the revision to the cycle and the more detailed calendar that we discussed earlier • Reviewed bylaws • #7 Next meeting I'll present feedback about it instead of just one person having the entire responsibility that the information get disseminated out to the college community in either workshops or flex day • #8 We need to change measure information • #9 Make sure that is current and it's under student activities will need to review as a standing item • #6 I don't think we get anything from matriculation we need to make adjustments 	
VII. Old Business	Not any	
VIII. Announcements	<i>FALL Planning Submit will take place this week Friday and next Friday. The agenda was send out by Nathan P.</i>	
IX. Adjournment X. XI. Zoom Link:	5:00PM https://cccconfer.zoom.us/rec/play/6ASzTgzpNMybG3z33IPRVwjAEWS2rv46GNf-o3w2EC_1V5r_op7pEgflYOU0hFqdTaZpNTW-0eLqUUhW.VbQLPXsq9Yn33Mv6?continueMode=true	