**COLLEGE OF ALAMEDA**

**BUDGET ADVISORY COMMITTEE**

**Minutes for March 13, 2019**

**Attendance:** Marybeth Benvenutti, Diana Bajrami, Anna O'Neal, Kwanna Rollins, Don Miller, Jane McKenna, Tins Vasconcellos, John Taylor

Guests: Andrew Park, Peter Olds

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| **TOPIC** | **PRESENTER** | **DISCUSSION** | **INFO/ACTION** |
| 1. **Agenda**
 | Marybeth | * Motion to approve agenda
* All approved
 | Approved |
| 1. **Approval of Minutes**
 | Marybeth | * Motion to approve minutes
* Approved
 | Approved |
| 1. **Report of Respond to ACCJC Fiscal Recommendation**
 | Don | * On Nov 26, 2018 Peralta received ACCJC letter concerning low FTES and Fiscal problems.
* ACCJEC would like a 5 year plan from each Colleges.
* Report response is due in March.
* Interim Chancellor released draft of PCCD response.
* There are issues regarding the exact amount of the deficit. There seems to be issues when it comes to District vs Colleges share.
* PBC and PGC have been meeting twice monthly. Subcommittees were also formed to decide recommendation.
* 2019-2020, PCCD is changing the Board Policy that will change our reserved from 5% to 10%.
* District wide, we must reduce our budget by $6.9 million dollars. A big chunk of the reduction will come by freezing the hiring of vacancies. But there seems to be issue with District is continuing to hire but the Colleges have the freeze.
* Diana had asked who our College’s representative at the District PBC. It is Rochelle Olives.
* Diana questioned why our Business Director not in the Committee. Marybeth said she was never asked. It was not mandatory for Business Director to be in PBC.
* Dina request that we should pass a resolution that Budget Director from the 4 Colleges should be part of this committee.
* COA Budget Committee recommends that each college have the Business Director or designee as an additional appointment and voting member of the PBC.
* Diana had asked how much reduction it will be for 2020.
* Tina said the $6.9 million on 2019-2020 and another cut on 2023-2024 for $5.5 million.
* Diana asked for more specific issues.
* Tina said enrollment has been declining for years but hiring continued. New hire wasn’t matching the declining enrollment.
* Tins also said that the District just hired a Consulting firm, CBT, that would look at District issues and address enrollment management.
 | * Diana ask recommendation to move forward,
* Kawanna seconds
* All agreed.
* Recommendation will be taken to College Council for approval
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| 1. **Committee Charge Change**
 | Marybeth | * College Council reviewed new committee charge. Theyn recommend that we should add Review and Recommendations as wordings on the charges.
* Remove BS, SE, and 3SP words and replace it with SEA (Student Equity & Achievement),
* Everyone agrees to the change.
 | Committee agreed |
| 1. **Budget Calendar**
 | Marybeth | * Marybeth said that she has not received any budget memo from the District.
* Tina said because of the ACCJC report, plan we don’t have any 2019-2020 plans.
* Tina recommends that we look at Planning and Budget Integrated Model to see timeline.
 | Don will talk to the President about when computer refresh can occur. |
| 1. **Budget Allocation**
 | Don | * Diana is unclear about how the budget allocation decided.
* Don said APU’s are looked at. Dean will take it to the Chairs. It will be Given back to Dean to she taken to the Budget Committee for recommendation.
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| 1. **Next Meeting**
 |  | * Next meeting is on April 10
* There is a request to see SEA money
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