Budget and Resource Allocation Advisory Council

Meeting Summary
April 6, 2017
12:30 – 2:00 pm
Fox 211

Attendees present:
J. Patrick Fenton  Brad Weisberg  John Vlahos
Donna Breckenridge  Herlisa Hamp  Gretchen Ehlers
Cher Vinson

Pat gave the committee a quick overview of the BRAC allocation procedure.

Of the total $7,719,670 program requests, which do not include most of the categorical programs, Pat has reviewed every budget request and is working on the reasonable expenditures. He has allocated the General Fund which totaled approximately $2.2 million. Administrative Services will begin to work on the tentative budget and submit to the District by Friday, April 14, 2017 so that we have a budget in place by July 1, 2017.

Pat has yet to receive firm targets from the District RAM model (after Position Control files). So he is using history based on the last two years and a general overview to determine a target. Most Categorical budgets are based on FTES measures. The College receives funding from the State for Categorical Programs (ex. Counseling) and then the College has to adjust its General Fund with matching amounts, noting that a majority of the General Fund is spent on salary and benefits. However, 50% of the General Fund must be spent on instructional/classroom benefits (no libraries/counseling). To reduce the amount spent from the General Fund, Pat spreads the expenditures between Land Corp and Lottery funds. Currently, requests from certain programs, such as Music’s $100K, are on hold and “parked” in the BRAC spreadsheet. The IELM purchases on the spreadsheet will be made public once the list is complete.

Lottery funds have restrictions on their use. They can only be used for supplies and materials directed to the students, but cannot be used for the purchase of equipment. We have eliminated the need for several programs to collect material fees from students since Lottery funds can cover the purchases; however, we continue to vet expenses to ensure that funds are being used appropriately.

Land Corp funds allow us flexibility. For example, food accounts are funded with these funds. We are not to purchase food with General Funds unless it is for direct classroom use, i.e. experiments in Biology.

The tentative budget is an estimated budget which will be reviewed and revised as we close the current fiscal year. When discussing the budget for the new fiscal year, it should be understood that it is a “tentative” budget not a “final” budget.

Meeting adjourned at 2pm
Notes by Donna Breckenridge
4/6/17