

College Council and College Budget Committee Minutes

[January 27, 2021]

[3:00-5:00PM]

[Room Location or 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	Marie Amboy, Co-Chair		Phasasha Pharr
X	Linnea Willis, Co-Chair		Lilian Pires
	Tauheeda Anderson	X	Thomas Renbarger
X	Lilia Chavez	X	Denise Richardson
	Maya Henderson		Derrick Ross
	Victor Littles		Rebecca Uhlman
NON-VOTING – List full name below, identify which constituency group each individual represents (place X in box adjacent to name when present)			
X	Jason Holloway		
X	Nancy Moreno		
X	Brock Drazen		

GUESTS:

AGENDA ITEM	DISCUSSION	FOLLOW-UP ACTION
I. Call to Order	Meeting called to order at 03:09 PM Quorum met with the following constituency groups The Budget Committee and College Council	
II. Adoption of Agenda	Agenda was approved The agenda approval moved by Dan Lawson and second by Chris Foster	
III. Approval of Minutes	Meeting minutes were approved with no objection Dan Lawson approved and second by Tachetta Henry	
IV. Action Items/ Presentations	N/A	
V. Standing Items	N/A	
VI. New Business	APU Resource Request Prioritization- ACCJC Standard IIID. Financial resources are sufficient to support and sustain student learning programs and services and improve institutional effectiveness. The distribution of resources the development, maintenance, allocation and reallocation, and enhancement of program and services. The institution plans and manages its financial affairs with integrity and in a manner that ensures financial stability. The institution clearly defines and follows its guidelines and	

The mission of Merritt College is to enhance the quality of life in the communities we serve by helping students to attain knowledge, master skills, and develop the appreciation, attitudes and values needed to succeed and participate responsibly in a democratic society and a global economy.

processes for financial planning and budget development, with all constituencies having appropriate opportunities to participate in the development of institutional plans and budgets

The institution's mission and goals are the foundation for financial planning, and financial planning is integrated with and support all institutional planning

- The college's Integrated Planning and Budgeting (IPB) Model is designed to provide solid and steady linkages between program and fiscal planning, budgeting and decision making
- Merritt's IPB cycle is divided into 3 distinct but interrelated phases:

Phase 1- Planning (July-February)

Phase 2- Budgeting (January-April)

Phase 3- Budget Adjustment and Finalization (April-June)

September- The Bi-Annual College Planning Summit launches the intensive planning phase of the College's IPB cycle. The College launches an intensive six-week campaign for training and completion of Program Review (every 3 years) or Annual Program Updates (APUs) college-wide. Through the Program Review/APU process, the College systematically assesses its institutional performance in the following areas:

- Administrative Units
- Instruction
- Student Services

October- All program reviews or APUs are completed by the established deadline. The deadline for the 2020-2021 academic year is October 26, 2020

November- Validation of Program Reviews/APUs are completed by the following: SLOAC*, Curriculum Committee, IEC* Deans and Vice President of Instruction

Cost center managers summarize and prioritize resource request generated by the Program Review or APU process using a specific rubric

A prioritized summary of resource needs categorized into the following areas; Equipment, Facilities, Resources, Technology is then forwarded through the colleges participatory governance review committees which include:

- College Facilities Committee (CFC)- December 1, 2020
- Council of Department Chairs and Program Directors (CDCPD)- December 02, 2020
- Merritt Technology Committee (MTC) –December 10,2020
- Institutional Effectiveness Committee (IEC) –

	<p>December 09, 2020</p> <ul style="list-style-type: none"> College Budget Committee (CBC) –December 16,2020 <p>January- College Budget Committee (CBC) and the College Council will hold a joint meeting on January 27, 2021 to review and recommend the prioritized resource list which is then sent to the President for final review and approval</p> <p>APU Resource Request Total = \$8,777,700 Immediate Need= \$1,842,182 Measure G Eligible (Pending)=\$3,976,000 2021-2021=\$2,959,518</p> <p>APU Resource Administrator Ranking High level=\$1,677,316 Mid Level=\$1,024,687 Low level=\$223,915</p> <p>The budget for FT2021-22? They are still projecting what the budget will look like Historically \$21,754,049.78</p> <p>The purpose of Today’s Meeting College Budget Committee and the College Council will hold a joint meeting in January 27, 2021 to review and recommend the prioritized resource list which is then send to President for final review and approval</p> <p>Linnea Willis made a motion to accept the resource prioritization list as in the current state and allowing administrators to add additional items if anything comes up. But Linnea moves that we approve and recommend to College Council and President</p> <p>Tom Renbarger second this motion to approve All in favor</p> <p>Dan Lawson made a motion that we recommend the request to President Jonhson as deccribed by CBC</p> <p>Chris Foster second this motion All in favor</p>	
VII. Old Business	N/A	
VIII. Announcements	N/A	

IX. Adjournment X. Zoom Link	Meeting adjourned at 03:39 a.m/p.m. https://cccconfer.zoom.us/rec/play/9GBKsr1Ph-KeL1IPBBh5LfdlypHSEst-CtS5Ns_-KAp-xSghsp88C3ii_b3K6B-Xfx7M1BSzABczHyQE.4SrlTjxBMcZ_bHBI?continueMode=true	
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