

**Budget Committee Meeting Minutes****[10/21/2020]****[3:00-5:00PM]****[Zoom ID]****MEMBERS:**

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

**GUESTS:**

<b>AGENDA ITEM</b>	<b>DISCUSSION</b>	<b>FOLLOW-UP ACTION</b>
I. Call to Order	Meeting called to order at 3:00PM	
II. Adoption of Agenda	Agenda was adopted with/without objection. (Identify number in favor, opposed, abstained)	Chair – Email to <a href="mailto:merrittgovdocs@peralta.edu">merrittgovdocs@peralta.edu</a>
III. Approval of Minutes	Minutes will be approved in following meeting	Chair – Email to <a href="mailto:merrittgovdocs@peralta.edu">merrittgovdocs@peralta.edu</a>
IV. Action Items/ Presentations	Temporary co-chair nomination and approval <ul style="list-style-type: none"> <li>• Rebecca is the normal co-chair is out on leave until she is able to return</li> <li>• Nominated Linnea and approval of nomination</li> </ul> Review of charge of the Budget Committee <ul style="list-style-type: none"> <li>• There's several areas where were listed as information item only</li> <li>• That the function of it's committee is to provide and sort of understanding of our budget</li> </ul>	

	<ul style="list-style-type: none"> <li>• To review is information item only classified and faculty hiring preserved prioritization lists</li> <li>• All categorical funding and grants as well as student use fee measure and cares</li> <li>• To support members of our college community and better understanding our budget process to engage in self directed study</li> <li>• To meet it’s regulatory obligations under Title 5 and then review all FTES (Full Time equivalent students) which is a standing agenda item</li> <li>• The overall charge remains the same</li> <li>• Revise #4 and remove F</li> </ul>	
V. Standing Items	<p>Review our goals-</p> <p>#1 would remain</p> <p>#2 would remain</p> <p>#3 Would be to disseminate pertinent information regarding our budget policies processes and approved budget and allocation to the larger college community</p> <p>#4 Would remain to make recommendations to policies, funding, and prioritization of resources through an equity lens</p> <p>#5 Would be to continuously make our integrated planning and budgeting model more effective and efficient</p> <p>The motion carries</p>	
VI. New Business	<p>Budget Spreadsheet-</p> <ul style="list-style-type: none"> <li>• Lilian would like us to review projects that have allocations in 588 object code 5885</li> <li>• A few that had amounts that need to be reallocated</li> <li>• 585 catch all means that district has loaded the funds but we won’t be able to spend</li> <li>• It’s up to the program or the department to actually do a budget transfer and allocate those funds to the appropriate amount lines so they can be spend down</li> <li>• We decided it will be easier to send out the spreadsheet to review</li> <li>• Bring any questions or concern forward to the next meeting</li> <li>• If there is a desire to have a training on how to better understand the spreadsheet we can coordinate</li> <li>• We will be review this spreadsheet in the following weeks</li> </ul> <p>CARES Act-</p> <ul style="list-style-type: none"> <li>• This is the 3<sup>rd</sup> federal stimulus packet in response to the Coronavirus- \$13,953 Billion</li> <li>• Over \$12.5B (90%) were distributed directly to Institutions through the US Dept of</li> <li>• The allocations were determined by the following</li> <li>• 75% of award was based on full-time enrollment of Pell recipients at Merritt</li> <li>• 25% of award was calculated using full-time enrollment of</li> </ul>	

	<p>non-Pell recipients</p> <ul style="list-style-type: none"> <li>• Merritt’s Total Allocation is \$1,497,283</li> <li>• Laney received largest amount, BCC received the second highest and we were the third</li> <li>• 50%-\$78,692 needs to be used for food, housing, course materials, technology, healthcare, and childcare.</li> <li>• Funds need to be used to provide students assistance</li> <li>• We cannot use to it pay any outstanding bills</li> <li>• There is recommendation that we prioritize students with greatest needs</li> <li>• We utilize the maximum award of Pell Grant</li> <li>• Funds cannot be used to provide emergency grants to students who were enrolled exclusively online or distance educational programs prior to March 12</li> <li>• Funds must be spent within one year of the date of the certificate of agreement</li> <li>• Understanding that as committee we would present a process of the funds and we can share with leadership</li> <li>• APU is really to support our priority</li> <li>• Leadership will bring a proposal for committee to review with timeline and present that at our next meeting</li> </ul>	
VII. Old Business	Not any	
VIII. Announcements		
IX. Adjournment	<p>Zoom Link:  <a href="https://cccconfer.zoom.us/rec/play/x03GgOtQ0ZdFgjW_0_K2OfuQXizUYu2fHIWKj_DyhrHjuTgqCj-ZBmzSyiDxChzdBtAQM3GNYtLtufb.W3Uh3nkEPKhA33Pd?continueMode=true">https://cccconfer.zoom.us/rec/play/x03GgOtQ0ZdFgjW_0_K2OfuQXizUYu2fHIWKj_DyhrHjuTgqCj-ZBmzSyiDxChzdBtAQM3GNYtLtufb.W3Uh3nkEPKhA33Pd?continueMode=true</a></p>	