EVERGREEN VALLEY COLLEGE

College Budget Committee | Meeting Minutes

Wednesday, October 28, 2026 • 3:00–4:30 PM • Online Meeting

Zoom Link: https://sjeccd-edu.zoom.us/j/83456082540

1. **Call to Order**
    a. Welcome and attendance
        i. T. Nguyen
        ii. B. Mishra
        iii. L. Hays
        iv. L. Crary
        v. P. Khare
        vi. H. Ott
        vii. B. Pham
        viii. H. Estrada
        ix. Y. Ligioso
        x. I. Rottman
        xi. Vinh
        xii. A. Herrera
        xiii. D. Hendricks
        xiv. R. Longacre (proxy for L. Burke)
    b. Confirmation of quorum
2. **Approval of Agenda**
    a. Review and approve October 28, 2026 agenda @1505
3. **Approval of Previous Meeting Minutes**
    a. Review and approve October 14, 2026 minutes –
        i. TABLE UNTIL NEXT MEETING TO ALLOW EVERYONE TO REVIEW.
            1. NAME
            2. Approved Y/N
    b. Address any previously tabled minutes
4. **Public Comment**
    a. None
5. **Old Business**
    a. Committee membership and organization: vacant positions, Teams access, email distribution list, calendar invitations
    b. Committee charge and governance: official charge, potential bylaws, decision-making and recommendation processes
        i. College Council does the bylaws allow co-chairs?
            1. David indicated if we would like a co-chair put it on College Council for approval
                a. Lisa clarified that CTC also lost funding for their chair.
                b. Lisa H. indicated an interest in being cochair and Heather O says she can help with spreadsheet development.
6. **Discussion and Action Items**

a. **Current budget allocation model: essential operating costs, inflationary adjustments, discretionary/innovation funding, and information needed for review – tabled per request**

b. High level budget overview : anatomy of a budget Part 2 Expenditures (VP Ligioso)
    i. PowerPoint will be shared with committee and placed on website.
        1. FY25/26 we spent over our allocated budget for the Instructional Salaries (PT) $13,721,995 versus $9,596,594 budgeted (513xx)
        2. The 5% increase for FY26/27 was planned on the budgeted not the spent amount.
            a. Can we shift money into this area so that FY27/28 we do not have a deficit in this particular object code
        3. The budget transfers that we are having to do are related to this inaccurate adopted budget which is why we need to correct this prior to the adopted budget getting approved so that the money goes into the initial account correctly.
    ii. Revisit next meeting to make sure there are no further questions.
    iii. What can we do as the CBC to assist the Finance Department: Continue to build the budgets of the discretionary funds, VP will continue to bring this to cabinet, could it be brought to the District Wide Budget Committee

c. AURR application and allocation process: Scoring Rubric Overview (Lisa, Lu and Heather)
    i. This sub-group will send out the updated rubric to the committee to review, but an overview of the changes were provided. We will review in detail at the next meeting.

d. Annual budget award/lottery funds to each division moving forward.
    i. Request to look at criteria or framework to allow the Deans to review the spending of the $30k, is this uneven do we need a rubric to divide up the amount.
    ii. Lu explained that this amount is proposed to cover the annual reoccurring costs of running programs. The big-ticket items would still need to be approved through PR/AURR and the CBC.

e. College Budget timeline
    i. EVC College budget to DO on 4/1/27 – work backward from there related to deadlines.
        1. Since many of these items are related to the Lottery budget, we could potentially make the deadline.

7. **Action Items and Next Steps**
    a. Lu to send out the minutes, PowerPoints and rubric from this meeting for review on the next meeting.
    b. Lu will raise the issue of the rubric or allocation equation for Lottery Funds to VP Dickerson. We need clear deciding factors associated with the distribution and reporting out of how the intervention worked.
    c. Deadline announcement for Program Review, AURR.
        i. New Deadline is March 5, 2027 for Program Review
        ii. Need clear announcement on deadlines… can we have AURR due a few weeks in advance.
8. **Adjournment** @ 1615