

**College Budget Committee
Meeting Minutes
Wednesday, September 9, 2020
Gullo I Conference Room 3 pm – 5 pm**

Membership Present:

Students (2): Derek Diaz, AS Student President; An Huynh, AS VP of Finance

Classified: (4) Mayra Garcia, Abby Halim

Faculty: (8) Melody Barta, Lisa Hays, Nancy Lin, Teck Ky, Liza Kramer, Lorena Mata

Management: Maniphone Dickerson, Michael Osorio

Ex Officio:

Call to order: Melody Barta called the meeting to order at 3:07 pm.

I. Agenda: Agenda approved with modification –Added item D to the Discussion items. Maniphone Dickerson made motion to approve, Liza Kramer seconded.

II. Minutes: Minutes approved-Zoom recording from May 13, 2020 approved as minutes-motion by Lisa Hayes and second by Teck Ky.

III. Public comments:

Antoinette Herrera/Lisa Hays inquired of the status of the prior year allocations and expressed the need to move forward with their approved purchases

Lorena Mata expressed the need for additional funding of \$19,000 for the new library cloud-based system

IV. Recognition and Announcements:

V. Reports

VI. Information/Discussion Items:

- A. Welcome new members—Membership remained stable from prior year. Nancy Lin will now share membership for the Nursing Division with Poonam Khare.
- B. Elect chair—Melody Barta was elected Committee Chair. Maniphone Dickerson moved, Lia Kramer seconded.
- C. Establish goals for 2020-21—Robust discussion included ideas of educating the campus on the budget process, getting reports on spending from grants and bonds. Voting on actual goals deferred to next meeting to give members time to think about other goals.
- D. Purchases from Allocations—No line items have been created by the Business office to allow the purchasing process for the allocations that were approved in the prior school year. Melody said she would follow up with VP Alexander.

VII. Action Item

VIII. Adjournment: Motion to adjourn by melody Barta and approved by Lisa Hays. Meeting adjourned at 3:44 pm.

Next meeting: Wednesday, 9/23/20 at 3:00 PM via Zoom.

Evergreen Valley College
College Budget Committee Meeting Minutes
September 23, 2020
3:00 – 5:00 p.m.
Zoom

Membership Present

Classified (4)	Mayra Garcia, Hoa Pham, Abeer AbdelHalim
Students (2)	
Faculty (8)	Teck Ky, Janice Assadi, Melody Barta, Randy Pratt, Lisa Hays, Poonam Khare Lorena Mata, Liza Kramer, Liza Kramer
Management (4)	Maniphone Dickerson
Ex Officio	Saloshni Chand

Call to Order at 3:01 pm

I. Agenda

- A. Addition/Deletion: Added discussion item C, Faculty Committee Members
- B. Approval of Agenda: Maniphone Dickerson moved to approve minutes as amended, Rand Pratt seconded. Agenda approved unanimously.

II. Minutes

- A. Approval of Minutes/Notes/Recording for September 9 meeting: Slight corrections were made to the minutes. Mayra Garcia moved to approve the minutes as amended, Lisa Hayes seconded. Minutes approved with 1 abstention (Janice Assadi) and none opposed.

III. Public Comments

Randy Pratt: Put out a call for District Budget Committee membership for faculty. Next District Budget Meeting to be Thursday, September 24th at 1:30 pm
 Maniphone Dickerson: SEASSE program not extended. The original grant was for \$250,000 per year for 5 years. EVC granted a no cost extension through the end of the calendar year. They are currently preparing the final reports.

IV. Recognitions and Announcements

V. Reports

VI. Information/Discussion Items

- A. Establish goals for 2020-21 school year: A robust conversation regarding goals concluded this a vote to defer voting on final goals until next meeting. Bianca Lopez, representing the Classified Senate, asked if the Committee could be more proactively involved with the budgeting process and provide more education regarding the budget throughout the College. She also added that she feels our Committee should be more like the committee at San Jose City College. Maniphone stated that we need to look at our Committee's charge and purpose in pursuing that goal. Randy added that he agreed we need to operate differently and that he would make a public comment about that at the next College Council meeting. He also added that we need to include a goal to support funding initiatives aimed at supporting people of color and the underserved. Liza Kramer said that she still doesn't understand RAM and who decides on budget changes, so she would like to see more education on the process for the Committee. Mayra Garcia agreed and would like to understand the process so she could educate her constituency group. Hoa Pham added that we need details to provide to them as well. These ideas were formed into 5 goals that will be voted on in the next meeting.
- B. Update on prior year allocation and Innovation Funds: Saloshni Chand reported that this year's budget is not yet finalized but the "gate is down" and G/L transactions can go through. Budget transfers will happen at a later date. She had no new information on the Innovation Funds. There was concern expressed by members of the Committee about the timing and possible pull back of promised funds.
- C. Faculty Committee Members: Randy confirmed with the Committee that Lisa Hayes is the at-large faculty member on this Committee.

VII. Action Items

- VIII. Adjourn: Meeting was adjourned at 4:05 pm.

Evergreen Valley College
College Budget Committee Minutes
October 14, 2020
3:00 – 5:00 p.m.
Zoom

Membership

Classified (4)	Mayra Garcia, Cathy Kost, Hoa Pham, Abeer AbdelHalim
Students (2)	Derek Diaz, AS Student President; An Huynh, AS VP of Finance, Mayra Deleon
Faculty (8)	Teck Ky, Janice Assadi, Melody Barta, Randy Pratt, Lisa Hays, Nancy Lin, Lorena Mata, Liza Kramer
Management (4)	Maniphone Dickerson, Michael Osorio
Ex Officio	Kathy Tran, Saloshni Chand
Guests	Matais Poncil

Call to Order: 302 PM

IX. Agenda

- A. Addition/Deletion
- B. Maniphone Dickerson moved to approve agenda, Mike Osorio seconded. Agenda approved unanimously.

X. Minutes

- B. Approval of Minutes/Notes/Recording for September 23 meeting: Slight corrections were made to the minutes. Lisa Hays moved to approve the minutes as amended, Abeer AbdelHalim seconded. Minutes approved

XI. Public Comments--Limited to 3 minutes; there is no action or extended discussion of any item not on the agenda.

XII. Recognitions and Announcements

Moved one meeting of College Counsel and now it is difficult to get quorum for the Budget Committee in October and November. Janice only be able to attend one meeting in November so she will try to make it.

Lisa Hays: Biology bought some things that were approved by budget committee. Kathy Tran reminded everyone that Business services must receive quote to process it. Must be communicated with everyone what was approved and purchased.

XIII. Reports

XIV. Information/Discussion Items

- A. Establish and vote on goals for 2020-21 school year. Goals were put together last few meetings and by email. Need to vote today – Teck Ky wanted to possibly revise

number 5: Don't like the wording "Underserved and underrepresented." Can we use "all students" so there is Equity focus. Could we use "in an equitable process or manner"? The College Budget Committee will advocate for funding to provide necessary support for all EVC students in an equitable manner.

B. Preliminary look at current year budget

VP Alexander will make a presentation next meeting. The budget is hundreds of pages long. It was presented at Board Meeting and on District website so people can look at it. 131 million dollars (almost).

C. Report on District Budget Meeting – Lisa Hays

Lisa Hays was talking about RAM and there is a subcommittee. Lisa will take notes and will report back.

XV. Action Items

XVI. Adjourn: Meeting was adjourned at 3:32 PM



Evergreen Valley College
College Budget Committee Minutes

October 28, 2020
3:00 – 5:00 p.m.
Zoom

Membership Present

Classified (4)	Mayra Garcia, Hoa Pham, Abeer AbdelHalim
Students (2)	Satwik Modi, AS Student President; An Huynh, AS VP of Finance
Faculty (8)	Teck Ky, Janice Assadi, Melody Barta, Randy Pratt, Lisa Hays, Poonam Khare, Lorena Mata, Liza Kramer
Management (4)	Maniphone Dickerson, Michael Osorio
Ex Officio	Andrea Alexander, Kathy Tran, Saloshni Chand

Guests Present: Janina Espinosa, Antionette Herrera, Bryan Pham, Matais Pouncil, Matais Edwards, Tammeil Gilkerson

Call to Order at 3:04 pm

XVII. Agenda

- A. Addition/Deletion: Add item C. District Budget Committee Report
- B. Approval of Agenda as amended: Randy Pratt moved, Lorena Mata seconded, passed unanimously

XVIII. Minutes

- C. Approval of Minutes/Notes/Recording for October 14th meeting: Randy Pratt moved to approved, Abeer Abdel Halim seconded, passed unanimously

XIX. Public Comments--Limited to 3 minutes; there is no action or extended discussion of any item not on the agenda.: None

XX. Recognitions and Announcements: None

XXI. Reports: See part IV.

XXII. Information/Discussion Items

- A. Current year budget—VP Alexander: VP Alexander began by thanking Kathy and Saloshni for their hard work. She then presented a synopsis of the budget for this

academic year, reminding us that the current procedure is an expense budget. Revenues are down due to loss of parking, health fees and event revenue streams. Salaries and benefits are 82% of EVC's Fund 10 budget and 18% is discretionary spending. Although the budgeted amounts for some spending, such as travel and food, are lower than previous years, the budget shows a deficit of more than \$2M that will be covered by the beginning fund balance. She emphasized that RAM is still a skeleton and EVC is in need of a clear and transparent budget process. She also stated that she would like a process to institutionalize Fund 17 using a 2 to 3-year plan. This plan will start with looking at the college allocation process this December through March and applying a new model in the April through June time frame.

- B. Innovations Funds Update-President Gilkerson: President Gilkerson stated that EVC's student success has some racial disparities, particularly with black and Latino men, veteran's and disabled students. She has a plan to use the Innovation Funds to galvanize the college's efforts to increase success for those students by forming Departmental Inquiry Groups that will assess that department's course and program content and make a concrete and actionable plan to address these disparities. She would like the Innovation Funds to be used to pay a \$1,600 stipend to each faculty member that participates, and then awarding that faculty's department an additional \$2,500 to implement the plan that the faculty creates. She hopes to have 50 faculty across 20 departments participate in this plan. Applications would be available in November and December and the work would begin in the Spring of 2021. Randy Pratt made a motion to move this use of Innovation Funds to a vote. Maniphone Dickerson seconded. Motion passed unanimously.
- C. District Budget Committee Report—Lisa Hays: Lisa Hays is a member of the District Budget Committee and shared her notes from their last meeting in the following areas: Fund 16-Parking and Police Services, revenue down due to being off campus; Fund 17-EVC spends more than SJCC due to having more students on financial aid; Fund 96-EVC spends less because we have other sources of funding; Measure G-EVC portion all spent except \$11M endowment that is collecting interest; Measure X-EVC's portion will be spent 2023 through 2025 on Language Arts building, Student Services building, General Education building and Student Center, in that order. Randy Pratt added that the RAM Implementation meetings have gone well so far and that they will work to define the ambiguous "boxes" in the model. Also, that the audit findings show that the District Office needs a consistent process of allocation.

XXIII. Action Items

- A. Vote to accept President Gilkerson's plan for use of Innovation funds. Randy Pratt moved to accept; Poonam Khare seconded. Motion passed.

XXIV. Adjourn: Liza Kramer moved to adjourn at 4:30 pm. Randy Pratt seconded, passed unanimously

Evergreen Valley College
College Budget Committee Minutes
December 9, 2020
3:00 – 5:00 p.m.
Zoom

Attendance

Classified (4)	Abeer AbdelHalim
Students (2)	An Huynh, AS VP of Finance
Faculty (8)	Teck Ky, Janice Assadi, Melody Barta, Randy Pratt, Lisa Hays, Nancy Lin, Lorena Mata, Liza Kramer
Management (4)	Michael Osorio
Ex Officio	
Guests	Mayra Deleon, Matais Pouncil, Frank Espinosa, Bianca Lopez

Call to Order at 3:03 pm

XXV. Agenda

- A. Addition/Deletion—Deleted item under part V, District Budget Committee Report, as there had been no meetings of that committee since the last CBC.
- B. Approval of Agenda—As modified, Randy Pratt gave motion to approve, Michael Osorio seconded, modified agenda passed unanimously.

XXVI. Minutes

- D. Approval of Minutes/Notes/Recording for October 14th meeting—Randy Pratt made a motion to approve with no modification, Janice Assadi seconded. Minutes approved unanimously.

XXVII. Public Comments—Randy Pratt—The District should support program funding without burdening faculty with regularly pleading for funds for ongoing needs.

XXVIII. Recognitions and Announcements--None

XXIX. Reports

- A. RAM Implementation Committee-Bianca Lopez—Bianca started her presentation by reminding us of the RAM model that was adopted, then focused on the District Services portion of the model. That section needs to be clarified. There was consideration for basing the model on FTES, but VP Alexander felt that the effects of changes in the economy needs to be considered since we are Basic Aid. Because of this, a sub task force was created to construct best practices and alternate plans for the RAM implementation. The sub task force plans to have recommendations for the

main task force by March 2021. Randy Pratt added that the portion in question (District Services) originally has a percentage allocation in the model, but that percentage was removed. District Services should have a fixed amount of funding, based on actual costs, and that funding should not increase simply because revenues increase. Lorena Mata asked if each campus would create their own budgets based on their portion of the allocation and was told yes.

XXX. Information/Discussion Items—Although not on the agenda, Liza Kramer asked if we had an update on the Innovation Funds. Melody Barta said she would investigate and have an update at the next committee meeting.

XXXI. Action Items--None

XXXII. Adjourn—Randy Pratt moved to adjourn; Abby Abdel Halim seconded. Meeting adjourned at 3:27 pm.