**Porterville College**

**Budget Committee Minutes**

**March 17, 2017**

**8:30-10:00 AM – L405**

**Present::** Richard Goode, Bill Henry, Jeff Keele, Kailani Knutson, Jay Navarrette, Buzz Piersol, Tamara Smee, Arlitha Williams-Harmon, Ann Marie Wagstaff

**Absent:** Maritiza Altamirano (ASPC), Sam Aunai, Kim Behrens, Jennie Brisson, Vern Butler, Erin Cruz, Val Garcia, Jodie Logan

1. **Call to Order –** 8:34am
2. **Approval of Agenda**

Motion was made to approve the agenda

M/S/C: Buzz Piersol/Jeff Keele

1. **Approval of Minutes**

March 3, 2017 – M/S/C: Kailani Knutson/Jay Navarrette

1. **Budget Calendar Review**

March: On Schedule

April: Open Forum April 26th at 12:00pm

1. **FY 17-18 Budget Premise (overhead presentation)**

* There is no District growth target for FY 17-18. District-wide unofficial growth target is 5.3%. PC will not go above a 2% target. There is growth money on the table statewide so no need to manage right now.
* No 50% law target for FY17-18. PC is at 58 before chargebacks. We are managing and monitoring.
* Currently building salary budget based on existing salary scale.
* Statutory increase projections (Medicare, workers’ comp, unemployment, STERS, PERS, etc.).
* Benefits proposed 1.4% increase in medical.
* Not budgeting for Scheduled Maintenance ($300,000) because we have Measure J funds.
* Not doing too bad on vacation accrual and bank load; one is a little over and one a little under.
* Solar loan 0%, $157,894.74 for twenty years.

1. **Open Forum Questions (attached)**

The committee again reviewed and revised questions for the upcoming open forum. Key changes/revisions to read:

Question 1. Are there any concerns about how accreditation will view KCCD’s governance process?

Question 2. What do you see as the Chancellor’s role in how PC is being treated equability and fairly in an era of BC expansion and isolationism?

Question 3. Last sentence to read: Should PC faculty be more assertive and what is the appropriate forum to refute erroneous information provided to *and by the Board and distributed to and from the Board?*

Question 9. If KCCD does not meet their FY 17-18 FON hiring requirement, who will be responsible for the penalty? *How will BC be responsible?*

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1. **Communication of Verified Budget Information**

Misinformation was presented at a Leadership Academy meeting about cost of FTES. The misinformation is that it includes nonrelated costs and categorical. This information needs to be communicated and corrected at their next meeting (April) by a credible source (i.e., Chancellor and/or CFO).

1. **Other**

Fraud Investigation

As stated in the Open Forum, no one is stealing internally. The issue is with sweep accounts that were set up by the Kern County Treasurer office. Automated Clearing House (ACH) transactions were coming in under the payroll account. Bank number, routing number and account numbers from checks were being used. Onus is on all parties, i.e., bank, treasurer, districts.

1. **Future Agenda Items**
   1. Suggestion Drop Box (needs to be put in new portal)
   2. Refine Budget Calendar (in Spring). Add: Review RP funds and IT Budget Requests Review/Due
   3. Fiscal Health (~~March 18, 2016~~ 4/7/17 Agenda)
   4. Student Travel & Meals – Revisit Policy (Jodi/Val/Joe Casio)
   5. Sustainability (~~3/3/17 Agenda~~)
   6. Review/Revise Rubric (add comment column)
   7. Position Requests (4/7/17 Agenda)
2. **Adjourned:** 9:53 am

**Next Meeting:** April 7, 2017