**Porterville College**

**Budget Committee Minutes**

**October 20, 2017**

**8:30-10:00 AM – L405**

**Present:** Sam Aunai, Jennie Brisson, Vern Butler, Erin Cruz, Matthew Flummer, Richard Goode, Jodie Logan, Jay Navarrette, Miguel Ruelas, Ann Marie Wagstaff and Arlitha Williams-Harmon

**Absent:** Kim Behrens, Val Garcia, Kailani Knutson, ASPC Rep (vacant), Classified Rep (vacant)

1. **Call to Order –** 8:35am
2. **Approval of Agenda**

Motion was made to approve the agenda adding District-wide Budget Meeting

 M/S/C: Jodie Logan/Jay Hargis

1. **Approval of Minutes**

Motion was made to approve the September 1, 2017 with correction

M/S/C: Jodie Logan/Matthew Flummer

1. **Budget Calendar Review**

October: Budget worksheets will go out today and will be due November 13th.

1. **Full-time support in Graphics**

The Budget Committee discussed increased copy costs and copyright laws. The main increase in costs comes from the Rico copiers and color copies. Last year the cost for all copiers including maintenance and paper was approximately $42,000. There is copy request form on Inside PC under Employee forms and also information on copyright laws.

Three years ago, the Budget Committee made a recommendation for full-time Graphics support. The Budget Committee also supports Academic Senate’s recommendation of one full-time Graphics position (not 2 or 3 part-time positions).

Motion was made to recommend one full-time Graphics position with the understanding that the campus as a whole is committed to work on the reduction of copyright infringement and abuse of copying. And the position is a part of that solution.

M/S/C: Ann Marie Wagstaff/Miguel Ruelas

1. **Budget Committee Membership and New Committees form**
* Will send Web Editor information on Budget Committee membership and duties.
* Arlitha and Annette will be responsible for updating Budget Committee information on the web.
* Minutes, orientation packet and other documents/forms will be added as needed.
1. **District-wide Budget Meeting**

The Budget Committee reviewed the 10/27/17 District-wide Budget Committee Agenda. The committee makes the following motions:

Motion was made that Arlitha and Richard will write an email with the committee’s concern that college reserves are not a part or purpose of the District-wide Budget Committee

M/S/C: Ann Marie Wagstaff/Jodie Logan

1. **Other**

Accreditation III.D meeting will be held on 10/30/17.

1. **Future Agenda Items**
	1. Student Travel & Meals – Revisit Policy (Jodie/Val/Joe)
	2. Sustainability (~~3/3/17 Agenda~~)
	3. Revise Budget Calendar (on going)
	4. Fiscal Health
2. **Adjourned:** 9:33 am

**Next Meeting:** 11/3/17