**Porterville College**

**Budget Committee Minutes**

**December 1, 2017**

**8:30-10:00 AM – L405**

**Present:** Sam Aunai, Jennie Brisson, Matthew Flummer, Richard Goode, Jodie Logan, Jay Navarrette, Miguel Ruelas, Stephanie Torres (ASPC Rep), Arlitha Williams-Harmon

**Absent:** Vern Butler, Erin Cruz, Val Garcia, Kailani Knutson, Ann Marie Wagstaff, Classified Rep (vacant)

1. **Call to Order –** 9:00am
2. **Approval of Agenda**

Motion was made to approve the agenda

 M/S/C: Jay Hargis/Jay Navarrette

1. **Approval of Minutes**

Motion was made to approve the November 3, 2017 minutes with correction

M/S/C: Jay Hargis/Jay Navarrette

1. **Budget Calendar Review**

December: On Schedule

1. **One-Time Fund Requests**
2. Math Department requests a laptop cart for 30 IPad Pros to assist instruction. This is second year of 5-year instructional equipment requests. It was submitted in FY 15-16; however, there was not enough funds and it wasn’t submitted in last year’s budget request. Estimated cost $36,000 from GU001. Will see if a portion can be paid with Basic Skills funds. Move to IT for additional information and ongoing costs. Add to next agenda.
3. Health Careers requests a new Scantron machine for $3,800 to analyze data. Total cost ~$7,000 but a portion will be paid out of hospital grant. This is listed as Goal 17 in Program Review.

Motion was made to approve the purchase of new Scantron machine with a portion being paid out of hospital grant.

M/S/C: Jay Hargis/Miguel Ruelas

1. Science has not officially submitted request but would like additional funds for Anatomy/Physiology if another section is offered. Add to Future Agenda Items. Also, Geology should request funds for field trips.
2. **District Budget Committee Update**

The committee has met twice since May. They went over the Budget Allocation Model and FTES projections and targets over the last several years. A presentation on overall process will be given in January and in the mid-year update.

The committee then broke out into sub groups. Sub-group # 2 (Arlitha, Richard, Sam and Jennie) met last Wednesday and was tasked to look at long-term fiscal trends and the budget premise. Group #2 looked at the reserves and information that had been presented in the BAM discussion and where the reserve numbers come from. The group also looked at long-term issues. The first one was with STERS and PERS and we are able to fund the projected costs at this time; however in the next 5-6 years, there will be a large increase in costs.. The second issue discussed was do all the colleges in the District and State have reserves? What level is it? Do they have a contingency funds and what makes up that reserve amount?

1. **FY 18-19 Budget Workgroup Breakout**

After the meeting, committee members broke out into their groups to review budget worksheets.

1. **Other**
2. **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
	5. One-Time Fund requests: Science(supplies) and Math (laptop/IPad cart) 1/19/18
3. **Adjourned:** 9:29 am

**Next Meeting:** 1/19/18