**Porterville College**

**Budget Committee Minutes**

**September 20, 2019**

**8:30-9:00 AM – L405**

**Present:** Vern Butler, Matthew Flummer, Jodie Logan, Annette Nix, Jennie Porreco, Miguel Ruelas, Gregory South, Rylee Sullins (VP ASPC), Arlitha Williams-Harmon (chair), Ann Marie Wagstaff (co-chair), Joel Wiens

**Absent:** Primavera Arvizu, Joseph Cascio, Erin Cruz, Kailani Knutson, Jay Navarrette

**Guest**: Theodore “Diran” Lyons

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

Motion was made to approve the agenda.

 M/S/C: Jodie Logan/Matthew Flummer

1. **Approval of Minutes**

Motion was made to approve the following minutes with amendment:

**September 6, 2019**

 M/S/C: Jodie Logan/Vern Butler

1. **Budget Calendar Review and Approve Changes**

**August/September**:

* Budget adopted. We have less in reserves – approximately 12%
* No open forum
* Working on Budget Development
* AURs starting 1st week of October
* Committee charge on today’s agenda
* Orientation packet: Replace Budget Planning Links with Vision of Success Goals
* Revise Budget Calendar

Motion was made to approve changes to Budget Calendar and changes to Orientation

Packet. Submit to CC for approval.

M/S/C: Arlitha Williams-Harmon/Jodie Logan

1. **Review Budget Committee Charge**

Motion was made to approve changes to Budget Committee Charge. Submit to CC for approval.

M/S/C: Joel Wiens/Miguel Ruelas

1. **Professional Staff Development Committee budget**

Dr. South is the new committee chair. Arlitha will assist focusing on budget and best practices.

FY 18-19 we spent $200,000 in employee travel ($68,900 in GU001 and the balance was spent in categorical/grants). FY 19-20 the balance in GU001 is $10,000 and $148,000 in categorical/grants.

Key components:

Opportunities for every level of staff and some are free

* Curriculum
* Instructional
* General and professional development & technology development

Best Practices – Goals & Priorities

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An online Professional Development calendar was also discussed.

Professional Development on a budget – how to save money: priority registration, carpool,

train.

RECOMMENDATION to include Professional Development requests in GU001 budgets.

1. **Vision for Success Goals (link below)**

<https://do-prod-webteam-drupalfiles.s3-us-west-2.amazonaws.com/pcedu/s3fs-public/PC%20Strategic%20Plan%20Vision%20for%20Success%20Addendum%20April%202019.pdf>

Last year the Vision for Success Goals came out from the State Chancellor’s Office. When we do our Budget Program Review Update Worksheet, we ask departments to link District, Chancellor’s Office and PC Goals. In order to expand that, we will change Integrated Planning to Vision for Success Goals on the worksheet. This will show the State that we are tying the budget to Vison of Success Goals.

1. **End of Year Committee Report**

Motion was made to approve End of Year Committee Report. Submit to CC for approval.

M/S/C: Miguel Ruelas/Vern Butler

1. **Other**
* Suggestion Box (ongoing) – Three suggestions received; however, committee only discussed one. We need to get the other two from Richard Goode.
1. Post Spring Schedule. Schedule is not approved yet. Will forward to Enrollment Management.
2. **Future Agenda Items**
	1. Student Travel & Meals – Revisit Policy (Joe/Maribel 10/18/19 agenda)
	2. Revise Budget Calendar (on going)
3. **Adjourned:** 9:40 am

**Next Meeting: October 4, 2019, 2019, 8:30-10am, L405**