

PORTERVILLE COLLEGE
Budget Committee Minutes
April 14, 2023
8:30 AM – 10:00 AM
Via Zoom

Cochair: Joel Wiens/**Cochair:** Maria Battisti

Members: Primavera Arvizu, Vern Butler, Osvaldo Del Valle, Matthew Flummer, Jodie Logan, Theodore “Diran” Lyons, Michelle Miller-Galaz, Jay Navarrette, Jacqueline Peters, Miguel Ruelas, Thad Russell, Erin Wingfield, ASPC - Jasmin Quinones.

- I. **Call to Order –** Quorum Met – 8:36
- II. **Approval of Agenda**
M/S/C J. Navarrette/V. Butler
- III. **Approval of Minutes**
M/S/C D. Lyons/J. Navarrette
- IV. **Group Reports: 2024 Budget Request**
 - a. Group 1 (Completed)
 - b. Group 3
 - i. Group 3 completed their review at this meeting, starting with 507IT – Information Technology. J. Navarrette gave thorough explanations for all the increases to this budget. He covered the need for employee travel/workshops due to the lack of training over the past few years and the addition of new employees. J. Navarrette also covered replacing the fiber backbone and network switches. M. Battisti questioned whether the increase would be a one-time or ongoing expense. J. Navarrette explained that the equipment to be purchased has a life cycle of 5 to 7 years.
 - ii. The following budget review was 510VI0 – VP Academic Affairs. There were minimal increases to the budget except for line 48 – Pipe and Drape for Convocation and line 57 – Net Tutor. The Committee asked if line 57 duplicated of the same line item in the library budget. M. Battisti asked Group 3 to follow up on that question. M. Battisti also questioned Line 40’s amount and how they came up with cost projections.
 - iii. 511SM1 – Science Department – Had almost no changes in their budget. 511P1 – Fine Arts, and 511SM2 – Math Department had no budget changes, and the Committee had no questions.
 - c. Group 4
 - i. V. Butler took the lead for Group 4, and he started with 512DB1 – Dean of Careers, which had no significant changes, as well as 512BU1 – Business Ed and 512AP1 – Applied Technology. 512CJ1 – Administration of Justice, while reviewing this budget, O. Del Valle requested a modification to add funds to account 2412 to equal 2020 actuals. The amount added was \$11,000.00. 512FT1 – Fire Technology, Group 4 had a question about the professional experts’ line item, and it was answered after discussion.
 - ii. 55DOR1 – Outreach, 55DAR – Admissions & Records, 55DPI2 – Public information, all had no changes from previous budgets.

- iii. 553CT1 – Commencement had only a small change. 550VI1 – VP Student Services had no questions from the committee.
- iv. 533FA1 – Financial Aid, no increase.
- v. 55CDS1 – DSPS significantly increased due to increased CART provider' s fees and DHH population. 55CEO1 – EOPS, and 55CMT1 – Student Success, 55CCG1 – Counseling, 55CTC1 – Transfer Center all had little change.

d. Group 2

- i. M. Battisti spoke for Group 2 and started their review with Health Careers. M. Battisti remarked that K. Behrens did a thoughtful job submitting her budget requests. She reduced in some areas where she didn't need the funds and asked for increases where she saw the need. 518HC5 – HC RN Program Development, 518HC3 – Psych Tech, 518HC2 – EMT, 518C1 – Health Careers, budgets were all met with Committee approval.
- ii. M. Battisti reviewed Physical Education. 512PH1 – Kinesiology. In this budget, Group 2 is recommending some lower amounts than what was requested in the budget. The reductions came on line 27, Continuing Instruction. The Group felt this item should be paid out of a different budget. On Line 30, Other Maintenance, and Line 35, Instructional Supplies Group 2 also recommend reductions to the previous year's amounts.
- iii. Athletics Budget was then reviewed. M. Battisti noted that there were similar increases in each sport's budget. Again, Group 2 recommended amounts they thought were reasonable in a separate column. While seeing the need and supporting the department's requests, some increases were personnel, so the Group wanted to know if HR approved these. These same questions ranged across most of the individual Athletics' budgets. M. Battisti went through each budget, pointing out the similar requests in each one starting with 514AW6 – Women's Cross Country, then 514AW5 – Women's Volleyball, 514AW4 – Women's Tennis, 514AW3 – Women's Soccer, 514AW2 – Women's Basketball, 514AW1 – Women's Softball, 514AT7 – Co-Ed Track. 514AT2 – Athletic Trainer, 514AT1 – Athletics Department, 514AM2 – Men's Basketball, 514AM1 – Men's Baseball. After the budget sheet review, M. Battisti went over the notes that Joe Cascio sent to support his requests. M. Battisti felt the most appropriate response would be to take this request to President's Cabinet and discuss it there. O. De Valle made the comment that COVID has upended Labor cost and we as a college need to stay competitive. M. Battisti noted that J. Cascio agreed with some of the adjustments that Group 2 had made, and if there is approval through President's Cabinet, they could support of the request.

V. Open Discussion

- a. M. Battisti shared the worksheet she has developed to submit the 2023/2024 Budget. Our current Budget is approximately 3.5 million, and current requests are 5.1 million. That being a significant difference, we will need to look closely at some of the requests. Currently, the campus has yet to receive their tentative allocation from the district but was given guidance to proceed with our current allocation. M. Battisti also shared that K. Aguillon is working diligently on projecting our personnel costs for the upcoming year. Once the tentative budget is completed, she will share it with the Budget Committee and College Council.
- b. **Future Agenda Items**
No future items were discussed.

VI. Adjournment – 9:49