



Budget Development Committee

September 14, 2021 | 8:00 am – 10:00 am | Zoom

Meeting Minutes

LPC Mission Statement

Las Positas College is an inclusive, learning-centered, equity-focused environment that offers educational opportunities and support for completion of students' transfer, degree, and career-technical goals while promoting lifelong learning.

LPC Planning Priorities

- ❖ Implement the integration of all ACCJC standards throughout campus structure and processes.
- ❖ Establish a knowledge base and an appreciation for equity; create a sense of urgency about moving toward equity; institutionalize equity in decision-making, assessment, and accountability; and build capacity to resolve inequities.
- ❖ Increase student success and completion through change in college practices and processes: coordinating needed academic support, removing barriers, and supporting focused professional development across the campus.
- ❖ Coordinate resources and provide professional development for effective online instruction and remote delivery of student support services and college processes to advance equitable student outcomes.

Budget Development Committee

Quorum: 7

Members (non-voting):

Chair, Anette Raichbart

Members Present (12 voting):

Administrator, At-Large-1, Kristian Whalen

Administrator, At-Large-2, Erick Bell

Faculty-1 (appointed by F/A), Heike Gecox

Faculty Member, At-Large-1, Tina Inzerilla

Classified Professional-1, Alesia High

Classified Professional-2, Stephany Chavez

LPCSG Student-1, Vacant

PBC Member-2, Rajinder Samra

PBC Member-3, David Rodriguez

PBC Member-4, Sarah Thompson

PBC Member-5, Thomas Orf

PBC LPCSG Student-1, Vacant

Guest:

LPC Admin Services Officer

Sui Song

Member Absent:

Faculty Member, At-Large-2, Ashley Young

PBC Member-1, Rajeev Chopra

SEIU Rep, Mike Alvarez

1. Call to Order at 8:07 am

2. Review and Approve Agenda

Motion, David Rodriguez Second, Tina Inzerilla

Motion passed unanimously

3. Review and Approve 8/13/21 Meeting Minutes

Motion, David Rodriguez Second, Sarah Thompson

Motion passed with noted changes to correct acronyms HEERF and FTEF

4. Debrief of 9/3 PBC Meeting

- The committee believed presentation of new material during the PBC meeting doesn't allow for informed conversation, decision making, and voting
- The action also changes meeting dynamics and limits thoughtful PBC feedback
- Decisions and votes at PBC affect LPC's bottom line
- The committee put forth the policy of having PBC documentation a minimum of 72 business hours before the meeting
Motion by Thomas Orf: ask the District to receive PBC information 72 business hours before the meeting
Second, Rajinder Samra
- The committee agreed to meet 2-3 days before PBC to review the agenda items requiring a vote
- The District received \$1.6 million to divide by the current BAM between the two colleges; LPC gets \$672 thousand for outreach and to increase enrollment
- The committee believed the action did not address long term enrollment deterioration past FY 2021-22 and thought a planning priority assists with setting a tangible goal
- The District and M&O will not receive a portion of the funding
- The committee agreed there is a need to act strategically and improve upon partnerships and frameworks districtwide
- A drawback of centralizing the priority is the loss of autonomy
- Goal five of the President's 2021-22 priorities is to develop a strategic targeted & expansive outreach and marketing strategy
- Accreditation requires priorities and review how they filter up and implement them
- PBC traditionally has not recommended planning priorities, and this would be the first instance
- Payment for advertising and promotion comes out of 3A at about one million dollars
- The committee agreed to move forward with the proposal of a District priority with autonomy for spending
- The committee questioned the IPBM and if it was effective

5. BAM Timeline, Pre-allocation Expenses

- The timeline is not on schedule due to the previous PBC meeting

- At the August BDC meeting, the committee emphasized the desire to move away from a percentage BAM model
- PBC prefers the model and seems to be moving in that direction
- A suggested option is returning end of fund balances from the District and M&O back to the colleges
- The committee expressed concern about possible overspending and position holding to avoid the end of the year balances
- An alternative option is:
 - looking at three-year actuals with a projection for the out-year based on the data
 - Any me too agreements are calculated out of actuals
 - An increase of enrollment or raises results in the District receiving a set percentage
- The disadvantage is one college may receive a disproportionate amount of the budget and continue overspending
- The possible three model types are end of the year charges, percentage, and operating costs based on a three-year average accounting for COLA, Me Too, and enrolment
- The committee agreed the third model promotes the greatest responsibility in high and low times
- Admin Services is working on a model which looks at right size funding based on enrollment
- After review and discussion regarding pulling out ITS as a preallocation, the determination was that it was unnecessary
- The negative ending fund balances from the August Board were zeroed out
- Reserve money from 17-18 and 18-19 Faculty hiring and CARES fund were used as leverage to cover the general fund

6. CARES Act Update

- The committee reviews up to date CARES Act money allocations
- HEERF I
 - Allocation: \$1.437 million, exhausted
 - Expenditures: fiscal years 20-21 and 21-22
- HEERF II,
 - Allocation: \$4.5 million, Balance: \$263 thousand
 - Expenditures: \$4.2 spent to relieve general fund, essential worker pay, \$1500 stipend
- HEERF III
 - Allocation: \$5.2 – No expenditures
- The deadline to spend is September 2023
- Ideally, the remaining money will assist with increasing enrollment and getting back on track
- A breakdown of the money spent:
 - Academic Salaries, \$470 thousand utilized for additional counselors
 - Classified Salaries, \$1.179 million covered essential pay
 - Benefits, \$671 thousand
 - Materials and Supplies, \$151 thousand- PPE
 - Services, \$102 thousand – hygienists/reopening

- Equipment \$823 thousand
- Transfers, \$2.3 million utilized for loss of revenue and indirect cost to support the general fund
- The hiring of full-time faculty is not reflected
- Funding to hire one person with no benefits or retirement
- The topic deferred back to VC Nicholas for further information

7. Good of the Order

- The conversation around the state is that hold harmless will remain in place
- The committee recommended two options while working on the BAM: a model for SCFF and a hold harmless version
- The committee suggested remaining cognizant when framing the discussion around SCFF metrics
- Committee recommendation to note at PBC *if hold harmless remains permanent would we do this differently*

8. Adjournment at 9:45 am