

## Budget Development Committee

College Council Approved May 21, 2020

### Charge:

The mission of the Budget Development Committee is to ensure that the college maintains fiscal stability and that financial resources are allocated in accordance with agreed upon Las Positas College established priorities.

The Budget Development Committee accomplishes its mission by:

- Review long-term and short-term financial plans that are aligned with Las Positas College’s Education Master Plan and College Planning Priorities and provide feedback;
- Recommending annual operating budget to College Council;
- Monitoring the college operating budget on a quarterly basis and recommending corrective actions if necessary;
- Ensuring that both long-term and short-term budget activities are integrated into LPC College Council’s Calendar;
- Communicate to the allocating committees with respect to funding available for instructional equipment, staffing levels of faculty, classified staff and administrators per fiscal year;
- Act as a liaison to PBC while establishing regular communications with the campus community regarding college budget matters and budget deadlines;
- Review State, District, and College budget information;
- Evaluate current SCFF metrics and make recommendations as to maximizing SCFF revenue;
- Evaluate cost effectiveness of programs or proposals at the request of College Council;
- Assessing on an annual basis the effectiveness of the Budget Development Committee.

### ***SUBCOMMITTEE:* BUDGET DEVELOPMENT COMMITTEE**

<b><u>Reporting Relationship:</u></b>	College Council
<b><u>Chairperson:</u></b>	Vice President of Administrative Services
<b><u>Voting Member:</u></b>	Only in the event of a tie
<b><i>MEMBERS:</i></b>	
<b><u>Voting:</u></b>	Administrator, At Large (2)
	Faculty Member, At Large (2)
	Faculty (appointed by F/A
	Classified Professional (2)
	SEIU Rep
	LPCSG Representative
	PBC Member (5)
	PBC LPGSG Representative
<b><u>Non-Voting:</u></b>	
<b><u>Term:</u></b>	
<b><u>Quorum:</u></b>	16 voting members; Quorum = 9