



# Budget Development Committee Meeting Minutes

May 7, 2025 at 11:00 am

Recorder: Andrea Anderson

LPC Mission Statement		LPC Planning Priorities	
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 life-long learning.		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.
Chair		Faculty Association (1)	SEIU (1)
<input checked="" type="checkbox"/> Sean Brooks (Non-Voting Member)		<input type="checkbox"/> Heike Gecox	<input checked="" type="checkbox"/> Jason Maxwell
Administrator At-Large		PBC Members	Classified Professional on PBC
<input checked="" type="checkbox"/> Ken Cooper <input checked="" type="checkbox"/> Kevin Harral <input type="checkbox"/> Nan Ho		<input checked="" type="checkbox"/> Ashley McHale <input checked="" type="checkbox"/> Rajinder Samra <input type="checkbox"/> Craig Kutil	<input checked="" type="checkbox"/> David Rodriguez <input type="checkbox"/> Aubrie Ross
Classified Professionals		Faculty Member At-Large	LPC Administrative Services Officer
<input checked="" type="checkbox"/> Alesia High <input checked="" type="checkbox"/> Rabiah Choudry		<input checked="" type="checkbox"/> David Powers <input type="checkbox"/> Titian Lish	<input checked="" type="checkbox"/> Sui Song (Non-Voting Member)
LPCSG Student (1)			
<input type="checkbox"/> Seerat Kaur			

Attendance (Quorum = 8)

Agenda Item	Information/Discussion	Action/Assigned To
1.	<b>Call to Order</b> <i>For information</i> <ul style="list-style-type: none"> <li>Meeting called to order by Sean Brooks at 11:04 am</li> </ul>	Sean Brooks
2.	<b>Review &amp; Approve Agenda</b> <i>For action</i> <ul style="list-style-type: none"> <li>Agenda Approved by: David Powers and Ashley McHale</li> </ul>	Motion: David Powers Second: Ashley McHale
3.	<b>Review &amp; Approve February and March Minutes</b> <i>For action</i> <ul style="list-style-type: none"> <li>April Minutes Approved by: David Powers and Jason</li> </ul>	Motion: David Powers Second: Jason
4.	<b>Action Items</b> <i>For Action</i> <ul style="list-style-type: none"> <li>None</li> </ul>	None
5.	<b>Old Business</b> <i>For discussion</i> <ul style="list-style-type: none"> <li>Review Budget <ul style="list-style-type: none"> <li>As of April 30, 2025, LPC has spent 95% of its budget—12 percentage points over the expected 83%, translating to roughly a \$5 million overspend. This aligns with earlier projections of a \$5 million deficit, which should remain consistent after transfers and reconciliations. The deficit is mainly on the academic side, but there's optimism that additional FTES funding and district support will address the issue next year.</li> <li>David Powers raised a question about estimating the budget impact of fraudulent enrollments. Rajinder Samra acknowledged the complexity of measuring that impact and said the team would explore ways to analyze it, possibly by looking at enrollment data and course outcomes at the end of each semester.</li> </ul> </li> </ul>	Sean Brooks
6.	<b>New Business</b> <i>For discussion</i>	Ashley McHale

	<ul style="list-style-type: none"> <li>• PBC Agenda Review <ul style="list-style-type: none"> <li>○ PBC opted to meet later than usual to incorporate the Governor’s May Revise into their discussions. The next tentative meeting is scheduled for Thursday, June 12.</li> <li>○ Key agenda items include: <ul style="list-style-type: none"> <li>▪ A report from DEMC</li> <li>▪ Budget status updates</li> <li>▪ A walkthrough of the Governor’s May Revise</li> <li>▪ A review of the PBC charge</li> </ul> </li> <li>○ In August, there will be a focus on program review outcomes from both colleges to help shape conversations for the next year.</li> </ul> </li> </ul>	
7.	<p><b>Updates</b> <i>For information</i></p> <ul style="list-style-type: none"> <li>• The discussion covers updates related to the closing process for the fiscal year 2024-2025. A memo was shared by Sui Song earlier in the week outlining key deadlines for various tasks. Important dates include: <ul style="list-style-type: none"> <li>○ Requisitions (Recs) were due on Monday.</li> <li>○ IERs are due this Friday.</li> <li>○ Office Depot and Amazon orders are due by May 16.</li> <li>○ Travel reimbursements (July-May) and conference advances should be submitted by June 5.</li> <li>○ P-Card logs are due by June 9.</li> <li>○ Other tasks are outlined with specific due dates, which were also mentioned in the memo.</li> </ul> </li> <li>• We reminded everyone to adhere closely to these deadlines to ensure smooth closure of the fiscal year. The intersection of "time" and "money" is highlighted, noting that while LPC is light on both, it is important to manage these effectively as the end of the year approaches. Additionally, David Powers mentioned that he shared the memo with the Professional Development Committee to ensure individuals going to conferences are aware of the reimbursement request timelines.</li> </ul>	
8.	<p><b>Good of the Order</b> <i>For information</i></p> <ul style="list-style-type: none"> <li>• The update began with a discussion of the Governor’s May Revision, now scheduled for May 22 (delayed from the usual early May timeline). The PBC meeting was postponed to accommodate this update, allowing time for review and analysis. While May revisions typically improve on January projections, this year’s is expected to be less favorable due to recent events (e.g., wildfires, tariffs). Vice Chancellor Nichols is expected to provide further commentary after its release.</li> <li>• A key topic of interest is the SCFF Hold Harmless calculation. There is optimism that the state may evaluate districts using a one-year snapshot (likely 2025–26), rather than a three-year average, which could benefit the district and potentially move it off Hold Harmless status starting in 2026–27, assuming enrollment growth targets are met.</li> <li>• Beer Fest is happening Saturday, with proceeds benefiting the Fire Tech Program.</li> </ul>	None

	<ul style="list-style-type: none"> <li>• Congratulations to Ashley McHale for receiving the AGS Outstanding Advisor Award.</li> <li>• The next proposed meeting is scheduled for Wednesday, September 3, pending confirmation in August.</li> </ul>	
9.	<b>Future Agenda Items</b> <i>For discussion</i> <ul style="list-style-type: none"> <li>• None</li> </ul>	None

**Meeting adjourned at 11:19AM**

**Next meeting: Wednesday, September 3**