



# Budget Development Committee

July 14, 2021 | 8:00 am – 9:00 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), Vacant

Classified Professional-2, Stephany Chavez

LPCSG Student-1, Vacant

PBC Member-1, Rajeev Chopra

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:

Classified Professional-1, Alesia High

Faculty Member, At-Large-1, Tina Inzerilla

Faculty Member, At-Large-2, Ashley Young

SEIU Rep, Mike Alvarez

PBC Member-2, Rajinder Samra

### 1. Call to Order at 8:05 am

### 2. Review and Approve Agenda

Motion, Sarah Thompson                      Second, Thomas Orf

Motion passed unanimously with addition of PBC agenda item

### 3. Review and Approve 6/16/21 Meeting Minutes

Motion, Erick Bell                                      Second, Sarah Thompson

Motion passed unanimously with a change request to the last bullet to enrollment and registration process as part of the solution

### 4. Budget Update

- VP Raichbart shared the up to date expenditures versus budget
- While the fiscal year ended on June 30, changes behind the scenes continue to close the books
- A review of the FY 20-21 budget showed that academic salaries are high
- All Classified salaries are not reflected and will likely edge higher
- Benefits are likely to go over as adjustments come in
- Supplies and equipment show under but will also go over budget once transfers are complete
- The comparison between budget years is not apples to apples
- Campus Security costs moved out of 3000 to CARES
- The committee requested a budget version showing expenditures moved to CARES
- In September, a clear budget will be available
- An estimated \$5.4 million CARES was spent for both years

### 5. CARES Act\*

#### Quarterly Report

- Every month a quarterly budget and expenditure report goes to the State
- The report outlines how LPC spends its CARES Act funding
- Completion of the information is done for the institutional, financial aid, and student portions
- LPC received three awards, CARES (2) and American Recovery
- The first portion spend out date was 5/19/21
- The second and third portions must be spent by September 2023
- Student laptops purchased in the amount of \$646 thousand
- Personal protection equipment purchased for \$9 thousand
- \$146 thousand on instructional equipment
- \$7 thousand to provide online instruction support
- \$1.2 million spent on supplies, equipment, and essential pay salaries
- Expenditure charges to indirect cost allowed at 47%
- April, May, and June are covered in the report
- The first portion spent out and spending from the second portion
- The third portion remain untouched

- CARES money used to balance 21-22 budget
- Salaries for Campus Safety already programmed out of CARES due to loss of parking revenue
- Allowable expenses must be related to COVID
- The balance for CARES II is \$3.2 million
- The minority-serving institutions received a minority portion which fewer restrictions
- The third portion is untouched, and about \$150 thousand spent from allocations 1 and 2
- Campus Safety previously funded 60% parking and 40% general fund
- MOU agreement to pay \$1500.00 paid from the site money

## **PBC Agenda**

- The committee reviewed agenda items on the 7/15 PBC agenda
- A draft timeline of information presented, discussion, and decision
- The timeline assists site to plan and prepare questions and discussion points before bringing them to PBC meetings
- Ideally, the process assists with meeting fluidity
- The committee addressed the possibility of a 40/60 revenue split with LPC receiving the smaller amount
- 13-15 % of total revenue goes to District operations which they do not spend
- The two colleges split the remaining revenue of 85-87%
- LPC's fill and efficiency rates are higher even with a 20% decrease, while the sister college captures more enrollments with larger expenditures
- A COLA of 5.07% from the State is on the radar
- SCFF moved to 2024-25
- At this time, there are no plans to cancel scheduled classes
- As class start dates approach, adjustments may occur
- Strategic conversations on how to build capacity are taking place

## **6. Good of the Order**

No topics addressed

## **7. Adjournment at 9:00 am**