



Budget Development Committee

August 13, 2021 | 8:30 am – 10:30 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

Faculty Member, At-Large-1, Tina Inzerilla

Faculty Member, At-Large-2, Ashley Young

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

SEIU Rep, Mike Alvarez

Guest:

LPC Admin Services Officer

Sui Song

Member Absent:

Classified Professional-1, Alesia High

PBC Member-1, Rajeev Chopra

1. Call to Order at 8:32 am

2. Review and Approve Agenda

Motion, Thomas Orf

Second, Tina Inzerilla

Motion passed unanimously with the addition of PBC preparation agenda item

3. Review and Approve 7/29/21 Meeting Minutes

Motion, Sarah Thompson

Second, Erick Bell

Motion passed unanimously with note the books remain open pending final closing steps

4. Budget Update

- The adopted budget is not in the system as FY 20-21 books are in the final stages of closing
- Certificated salaries were over budget by half a million to date
- Classified salaries were under by half a million
- Benefits were over by \$160 thousand
- Material and supplies stayed under by \$40 thousand
- Services were underspent by about \$180 thousand
- The capital outlay was underspent by about \$2500
- Transfer and other adjustments will change the numbers as the books come to a close
- Realistically LPC went over budget but leveraging the CARES money to cover salaries normally covered by the general fund
- Premium pay was about \$80 thousand and paid out of CARES
- The 2021-22 budget is about \$40 million
- \$22 million for certificated salaries and \$6.5 million for classified
- \$10 million for benefits
- \$1 million for services
- \$10 thousand for capital outlay
- Items typically paid for with transfers are now paid for upfront by the CARES funds, i.e., CDC
- The committee suggested laying out the connection between the budget/salaries and enrollment numbers at College Day
- The team believed the discussion aides in sharing a transparent budget/enrollment message out to the LPC community, especially for those who consider it as another blip
- A more in-depth budget presentation will take place at the first Town Meeting
- Salaries with premium pay charged year to date to CARES is \$800 thousand
- The committee viewed a comparison of FTES enrollment between Fall and Spring 20/21, showing the decrease in numbers
- Headcount is down by 4.2%, pre versus during the pandemic, with male students showing the highest attrition

5. Preparation for PBC

- At the DEMC meeting, a request for PBC to mobilize funds for an all-out recapture enrollment strategy
- At the upcoming meeting, the focus is on the BAM timeline question: *will the District Office and M&O be allocated by percentages or supported by colleges at cost, and which best reflect our mission*
- Initially, VC Nicolas presented two options
 1. The District receives a percentage, and they manage their budgets
 2. The District bills the colleges at the end of the year with no control over District expenses
- A previous Chancellor approved and signed an agreement in 2018 which recommended
 1. Change to the funding method from a percentage of the total to a base with augmentation based on metrics
 - Freeze the current District allocation regardless of an increased State revenue
 - M&O metrics were gross square footage, and as increases occurred as footage did
 - Increments for District decreases and increases based on the loss or gain of 250 FTES
 2. Percentage of funds go through the model
- During a transition period in the Chancellor's Office, the document went missing
- The committee voiced concern about holding the purse-string while one college continues to overspend and having to use LPC reserves
- The committee agreed to look for the signed agreement from 2018

6. CARES ACT Update

- The official name of the funds is HERF; changes to documentation is forthcoming
- HERF I, \$1,437,745 - expended
- HERF II, allocation of \$4.5 million – a balance of \$2.3
- HERF III, allocation of \$5 million-plus – unspent
- HERF funds are available to purchase reopening supplies
- A CARES/HERF order form is available on the Admin Services website, along with a list of approved expenditures
- Minority I allocation of about \$578 thousand - expended
- Minority II allocation of \$371,195 – a balance of \$364,251

7. Good of the Order

- The committee reiterated entering BAM discussions with good faith that people will follow the agreed-upon framework

8. Adjournment at 9:15 am