

# Crafton Hills College

## Budget Committee

### Minutes

Date: February 19, 2013  
 Time: 1:00 p.m. – 2:30 p.m.  
 Location: LRC 135 (Conference Room)

**Members: (Absent\*)**

Mike Strong (Chair)  
 Rebecca Warren-Marlatt  
 \*Karen Childers  
 Stacey Fullwiler

Denise Allen  
 Kathy Gibson  
 \*Bob O'Toole  
 Dan Sullivan

Ben Mudgett  
 Ian Waldron (Student)  
 Kathy Crow

TOPIC	DISCUSSION	FURTHER ACTION
Review and approve minutes from last meeting.	Minutes for 01/15/2013 were approved by consensus	
<p>Review the budget allocation model and components to be addressed.</p> <ul style="list-style-type: none"> <li>• Exhibit C and how it is the driver for the allocation model.</li> <li>• Evaluation of the model</li> <li>• Identified inequities in the 70-30 split</li> <li>• CHC's growth proposal</li> <li>• Thoughts and recommendations to function within the allocation</li> </ul>	<ul style="list-style-type: none"> <li>• The ratio between resource allocation and obligations should be discussed.               <ul style="list-style-type: none"> <li>○ It was discussed that the Committee examine the allocation model for other districts and compare the aforementioned models to the model present at CHC</li> </ul> </li> <li>• The inequities of the 70-30 split were mentioned:               <ul style="list-style-type: none"> <li>○ It was discussed that the state-wide allocation averages be compared to the model present at CHC</li> <li>○ It was mentioned that the resources belonging to the SBCCD be examined for liquidity. i.e. personnel and equipment be transferred among the campuses as needs dictate.</li> </ul> </li> <li>• The allocation model was discussed as it relates to Exhibit C               <ul style="list-style-type: none"> <li>○ It was discussed that in order to balance the budget, CHC must achieve 31% of district allocation (Cash reserves year end 291k, further deficit will exhaust these reserves)</li> </ul> </li> <li>• It was mentioned that the Committee examine the districts strategic plan in reference to organizing recommendations on the resource allocation model               <ul style="list-style-type: none"> <li>○ Possibly have a presentation from the district strategic planning committee</li> <li>○ Focused primarily on growth.</li> </ul> </li> </ul>	
<p>Announcements and Closing</p> <p>Next Meeting: 4/16/13 @ 1:00-2:30pm</p>		

Future Discussion Items:	Notes:
1. Budget Basics <ul style="list-style-type: none"> <li>• SBCCD Allocation Model</li> <li>• 2012-13 Final Budget</li> <li>• PPR Prioritized Objectives</li> <li>• Resources: BAM, SBCCD Final Budget</li> </ul>	Review annually with new Budget Committee members.
2. Statewide budget update	Standing Agenda item?
3. Review PPR resource requests and funding priorities – annual report to Crafton Council	
4. Review of budget district budget related processes & make recommendations	
5. Review of budget district budget related processes & make recommendations	
6. Develop a flowchart for information on reporting budget – KISS	
7. Review and examine the Resource Allocation Model	Current budget model does not address costs outside of the campus' control.
8. Develop a “Budget Snopes” to respond to budget related rumors.	
9. Review revenue streams—what are other colleges doing? Which ones can CHC use?	
10. Discussion and training on how excess funds are utilized	
11. Campus-wide budget awareness training—Ideas for discussion: How saving on supplies can help fund items on the PPR list.	