

Crafton Hills College Budget Committee Minutes

Date: May 21, 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.	Approved by consensus	
Committee Evaluation	Was filled out and completed	Review results in the fall.
State Budget Update (SSC's Overview handout)	No update	
Review the budget allocation model and components to be addressed. <ul style="list-style-type: none"> • Report on District Budget Committee discussion on 70-30 allocation to campuses • Evaluation of the model • Review Fixed Cost Report (draft) • Thoughts and recommendations to function within the allocation 	<ul style="list-style-type: none"> • Mike reported that the District Budget Committee has established a subcommittee to discuss the process of approval for appropriate FTES split for the District. This committee will consist of 5 reps from SBVC and 5 from CHC, plus the researchers from both campuses. • The district budget committee will set up the schedule and have more discussion on this during their first meeting in August. • The committee suggested that the fixed costs be identified as a percentage of the total CHC General Fund budget. • Reviewed the estimated costs of the operation of the new buildings and the institutionalization of grant positions over the next 4 years. 	Develop criteria for fixed and variable budgetary items. Identify how other colleges have identified "fixed costs." Compare CHC's fixed costs to other campuses.
Review District Budget Training Survey results (handout)	Carry forward to future meeting	
Promote Budget awareness (handout)	Carry forward to future meeting	

<p>Announcements and Closing Next Meeting: 9/18/13 @ 1:00-2:30pm</p>		
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Future Discussion Items:	Notes:
<p>1. Budget Basics</p> <ul style="list-style-type: none"> • SBCCD Allocation Model • 2012-13 Final Budget • PPR Prioritized Objectives • Resources: BAM, SBCCD Final Budget 	<p>Review annually with new Budget Committee members.</p>
<p>2. Statewide budget update</p>	<p>Standing Agenda item?</p>
<p>3. Review PPR resource requests and funding priorities – annual report to Crafton Council</p>	
<p>4. Review of budget district budget related processes & make recommendations</p>	
<p>5. Review of budget district budget related processes & make recommendations</p>	
<p>6. Develop a flowchart for information on reporting budget – KISS</p>	
<p>7. Review and examine the Resource Allocation Model</p>	<p>Current budget model does not address costs outside of the campus' control.</p>
<p>8. Develop a “Budget Snopes” to respond to budget related rumors.</p>	
<p>9. Review revenue streams—what are other colleges doing? Which ones can CHC use?</p>	
<p>10. Discussion and training on how excess funds are utilized</p>	
<p>11. Campus-wide budget awareness training—Ideas for discussion: How saving on supplies can help fund items on the PPR list.</p>	

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