

COLLEGE OF THE SISKIYOU
BUDGET COMMITTEE MEETING

April 13, 2016
4-5 p.m.

BC Members
Jesse Cecil
Debbie Dutcher
Nancy Funk
Kent Gross
Eric Houck
Dennis Roberts
Cheryl Rosen
Bart Scott
Chris Vancil
Connie Warren

MINUTES

Present: K. Gross, C. Warren, C. Rosen, N. Funk, B. Scott, E. Houck, J. Cecil, D. Roberts

The meeting was called to order at 4:02 p.m.

1. Review of Minutes

MSP (Cecil, Roberts, unanimous) to approve minutes of February 27 and March 9, 2016.

2. Budget Update

- Nancy distributed various documents regarding State budget information:
 - How Do We Locally Determine an Adequate Reserve Level?
 - UCLA Anderson Forecast: Steady Economic Growth Ahead, California Will Outperform United States.
 - ACCCA Legislative Update.
 - Agreement to Raise California's Minimum Wage Has Been Reached.
 - State Revenues in February Beat Forecast by 12.7%.
- COLA is still predicted to be negligible.
- There is thought that Scheduled Maintenance and Innovative Grant funding is too high. Some of the funding may be taken out of those areas to put towards COLA.
- PERS rates will increase approximately 13.05 to 13.88%. This will mean that we will need to increase our budget approximately \$30,000.
- The May Revise should come out in about three weeks.
- Our internal budgets are coming through. Nancy is entering budget information as it comes through.
- Nancy should have estimated actuals for this year calculated by the end of April.

3. Planning By Design

- Our budget timeline does not match our Planning by Design document.
- Starting on Page 14, Appendix 3, please review the timeline and be prepared to make suggestions at the next meeting. Nancy felt that the program review should be completed earlier in the year.
- There needs to be a feed of information both up and down when program reviews are done. Planning Committee is requesting Budget Committee to make suggestions and send suggestions back to them.

4. Budget Augmentation Form

- Nancy distributed the form for review. It has been reviewed by Cabinet. We do not currently have a form and Nancy would like to implement this document after it has been reviewed. There was a concern whether the “purpose” box would allow all information to be entered and if it would all show when it was printed. Nancy will check the form.
- This form could be used at any time in the budget year, when there was a need to request an augmentation to a budget.

5. Campus-Wide Standing Committee Self-Evaluation Form

This item is tabled until the next meeting.

6. Other

- Food service will be operated in house beginning June 1. An interim cook/manager will be hired for the summer. We will need at least four student workers for the summer. Nancy is asking for student workers to be referred to her for those positions. We will also be implementing a swipe card system for meals.
- The next meeting is scheduled for May 11, 2016 from 4-5 p.m. in the Board Room

The meeting was adjourned at 5:02 p.m.

Respectfully submitted,

Lori Luddon