

# BUDGET COMMITTEE

## MEETING AGENDA

May 6, 2020

3:00 p.m.



**Location: Zoom Video Conferencing**

**Time: 3:00 p.m. – 4:30 p.m.**

### **Committee Members:**

Morris Rodrigue, Chair	Gary Nellesen	Brandon Gillett	Vivian Ruiz (Notes)
Joan Sholars, Co-Chair	Vicki Greco	Lisa Romo	
Audrey Yamagata-Noji	Tamra Horton	Jaeseung "Andy" Shin (Student)	
Richard Mahon	Vacant (Faculty)	Kian Bidari (Student)	
Rosa Royce	Anthony Stanisci	Doug Jenson	

### **AGENDA ITEMS:**

1. **Agenda Check**
2. **Review the Budget Committee Meeting Summary of April 15, 2020**
- 3a. **CARES Update- Morris**
- 3b. **CARES Act- Institutional Funds & Guiding Principles – Morris**
4. **ACCJC Annual Report- Rosa**
5. **Status of Budget Process for the Next Year- Joan**
6. **Budget Committee Goals and Progress Report 2019-20 - Due to PAC June 1<sup>st</sup>**

**FUTURE BUDGET COMMITTEE MEETINGS (3:00 p.m. – 4:30 p.m.):**

**May 20, 2020**

**June 3, 2020**

**June 17, 2020**

**The committee does not meet during Summer or Winter Intersessions, unless needed.**

**Mt. San Antonio College  
Budget Committee Summary of  
May 6, 2020  
Location: Zoom Video Conferencing  
Time: 3:00 p.m. – 4:30 p.m.**

**Committee Members:**

- |   |  |   |   |
|---|--|---|---|
| <input checked="" type="checkbox"/> Morris Rodrigue- Co-Chair | <input type="checkbox"/> Gary Nellesen               | <input checked="" type="checkbox"/> Brandon Gillett     |   |
| <input checked="" type="checkbox"/> Joan Sholars, Co-Chair    | <input checked="" type="checkbox"/> Vicki Greco      | <input checked="" type="checkbox"/> Lisa Romo           | <input checked="" type="checkbox"/> Vivian Ruiz (Notes) |
| <input checked="" type="checkbox"/> Audrey Yamagata-Noji      | <input checked="" type="checkbox"/> Tamra Horton     | <input type="checkbox"/> Jaeseung “Andy” Shin (Student) |   |
| <input checked="" type="checkbox"/> Richard Mahon             | <input type="checkbox"/> Vacant (Faculty)            | <input type="checkbox"/> Kian Bidari (Student)          |   |
| <input checked="" type="checkbox"/> Rosa Royce                | <input checked="" type="checkbox"/> Anthony Stanisci | <input checked="" type="checkbox"/> Doug Jenson         |   |

ITEM	DISCUSSION/COMMENTS	ACTION/OUTCOME
<b>1. Agenda check</b>	Agenda checked.	<b>Agenda approved.</b>
<b>2. Review the Budget Committee Meeting Summary of April 15, 2020</b>	<p>The Budget Committee Meeting Summary of April 15, 2020, was reviewed and approved with one change.</p> <ul style="list-style-type: none"> <li>#3. SCFF Apportionment – the College is still able to claim apportionment if there is a decline of enrollment. California Education Code indicates that if there is a decline of enrollment and loss of apportionment due to an emergency, the College can <del>be funded at hold harmless</del> <b><u>submit FTEs from previous years and be funded at that level.</u></b></li> </ul>	<b>Meeting Summary approved with noted correction.</b>
<b>3a. CARES Update</b>	<p>Morris Rodrigue provided a CARES Update:</p> <ul style="list-style-type: none"> <li>CARES Act student funds must be distributed to students specifically for expenses related to the disruption of Campus Operations due to the Coronavirus.</li> <li>Total amount distributed is \$6,989,800 for 10,401 students</li> <li>Students will receive their money starting Friday, May 8<sup>th</sup>.</li> <li>Only Title IV students qualify for CARES Act funds. Audrey has a team working on a recommendation to supply dream students with an emergency grant that will come out of categorical funds.</li> </ul>	<b>Accreditation Standard IIID.</b>

	<ul style="list-style-type: none"> <li>Some noncredit students fall under the SSSP, which is part of SEAP. A proposal will be submitted to Audrey indicating what noncredit groups will be selected for CARES Act funds.</li> </ul>	
<p><b>3b. CARES Act- Institutional Funds &amp; Guiding Principles</b></p>	<ul style="list-style-type: none"> <li>Morris reported information on the Chancellor’s Office related to the CARES Act funds.</li> <li>CARES Act Institutional Funds use must be associated with significant changes to the delivery of instruction due to the Coronavirus.</li> <li>The Committee provided feedback on the Principals for the Distribution of Institutional Funds.</li> <li>The Committee agreed to share the Principals for the Distribution of Institutional Funds with the President’s Advisory Council (PAC) to allow PAC members to provide additional feedback.</li> <li>The Committee was very thankful for the opportunity to be involved in the Principals for Distribution of Institutional Funds.</li> </ul>	<p><b>Accreditation Standard IIID.</b></p> <p><b>To obtain updated information on the Chancellor’s Office website click on the following link:</b>  <a href="https://www.cccco.edu/About-Us/Chancellors-Office/Divisions/College-Finance-and-Facilities-Planning/CARES-Act">https://www.cccco.edu/About-Us/Chancellors-Office/Divisions/College-Finance-and-Facilities-Planning/CARES-Act</a></p>
<p><b>4. ACCJC Annual Report</b></p>	<p>Rosa Royce reported the ACCJC Annual Report.</p> <ul style="list-style-type: none"> <li>The ACCJC Annual Report is a report that provides information on data from previous years.</li> <li>This report allows the district to reflect on past decision making and provides information on future fiscal health.</li> <li>Number 27. Is there any executive or senior administration leadership changes at the College during the fiscal year including June 30? The answer is no because the new VP did not start in the fiscal year. Next year the answer will say yes.</li> <li>Number 13b. reflects the deposited OPEB Reserve/Trust of 2.5 million</li> </ul>	<p><b>Report is on the Mt. SAC accreditation website.</b></p>

<p><b>5. Status of Budget Process for the New Year</b></p>	<p>Morris provided an update on the Status of Budget Process for the New year.</p> <ul style="list-style-type: none"> <li>• Due to the unknown fiscal status of the economy, the district is working on a Status Quo Budget.</li> <li>• The May revise will provide budget information in what areas we can reduce</li> <li>• The budget that will be presented in the June board meeting will likely be different than what will be submitted in September or October if the extension is granted.</li> </ul>	<p><b>Accreditation Standard IIID.</b></p>
<p><b>6. Budget Committee Goals and Progress Report 2019-20</b></p>		<p><b>Review Trust agreement of PERS/STRS</b></p> <p><b>Discussion to continue on the May 20, 2020, meeting.</b></p>

Accreditation Standard - IIID. Financial Resources—Plans and manages financial affairs with integrity and in support of all institutional planning.

**FUTURE AGENDA ITEMS**

- **Budget Review and Development Guide – last updated September 2016.**

**FUTURE MEETING DATES**

- **May 20, 2020**
- **June 3, 2020**
- **June 17, 2020**



## Committee Goals and Progress Report 2019-20

**Committee name:** Budget Committee

**Name of person completing the report:** Vivian Ruiz

**Instructions:** Due by **October 1, 2019**: Columns 1 and 2  
 Due by **June 1, 2020**: Column 3  
 Please enter your committee's outcomes and accomplishments in Column 3 and submit electronically to [bhebert3@mtsac.edu](mailto:bhebert3@mtsac.edu) (on behalf of the President's Advisory Council).

(EXPAND AS NECESSARY)

Committee Goal	Link to College Goal #	Completed Outcomes/Accomplishments (descriptive bullet list)
<b>GOAL #1:</b> Committee website up-to-date	8, 12, 14	
<b>GOAL #2:</b> Review, evaluate, and make recommendations for the OPEB Trust (Retirees Health Benefits).	7	
<b>GOAL #3:</b> Review, evaluate, and make recommendations for the PERS/STRS Trust.	7	
<b>GOAL #4:</b> Communicate about budget issues to the campus and community.	8, 9, 13, 14	
<b>GOAL #5:</b> Review, evaluate, and make recommendations to align the budget processes with the <b>Sustainability</b> and Climate Action Plan.	11	

<b>GOAL #6:</b>	<b>Evaluate the role of the Budget Committee and the planning processes of the College, in collaboration with the Institutional Effectiveness Committee.</b>	<b>11</b>	
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