**Porterville College**

**Budget Committee Minutes**

**January 12, 2017**

**Special Meeting**

**9:30-10:30 AM – L405**

**Present::** Kim Behrens, Jennie Brisson, Vern Butler, Erin Cruz, Richard Goode, Kailani Knutson, Jodie Logan, Jay Navarrette, Tamara Smee, Ann Marie Wagstaff, Arlitha Williams-Harmon

**Absent:** Sam Aunai, Val Garcia, Bill Henry, Jeff Keele, Mia Pallares (ASPC Rep), Buzz Piersol

1. **Call to Order –** 9:38am
2. **Approval of Agenda**

Motion was made to approve the agenda

 Motioned: Jodie Logan

 Second: Richard Goode

 Ayes: 10 Nays: 0 Abstentions: 0

1. **Approval of Minutes - defer**
2. **FY 16-17 Mid-Year Budget Update (GUOO1 only)**

The Committee reviewed the following budgets which will be email to campus:

16-17 Adjusted Budget

 Beginning Balance: $7,175,733

 Ending Balance: $6,348,338

 Change in Reserves: $827,435

17-18 Projected Budget

 Beginning Balance: $6,348,338

 Ending Balance: $5,518,244

 Change in Reserves: $830,094

18-19 Projected Budget

 Beginning Balance: $5,518,244

 Ending Balance: $4,835,866

 Change in Reserves: $682,378

Also discussed:

* Balance is larger in FY 16-17 because we used one-time scheduled maintenance funds.
* Salaries higher than anticipated
* District charge back numbers remain the same ($3,622,888) because we don’t have current numbers.
* PERS and STERS projected rate increases
* 1.48% COLA
* 1.34% growth in access (we are projecting 2%)
* $4.3 million for facilities and instructional equipment (one-time funds)
* $5.2 million energy projects through Prop 39 (one-time funds)
1. **FY 17-18 Budget Rubric Training - Participatory training**

The rubric was last updated in 2012. There were recommended changes to be added on the FY 18-19 rubric at last budget meeting. We try to make sure the rubric is in line with accreditation and how they are linked to our planning goals and outcomes.

To view budget requests, log into Inside PC and click on Employee tab, Groups, then PC Budget Committee. Some program reviews are listed here that are not yet posted under Institutional Research.

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**FY 17-18 Budget Rubric Training - Participatory training (continued)**

If rating is not on budget request, rating on rubric would be zero (0). If not applicable, it should be NA and not counted in equation. All rubrics should be done by next budget meeting 2/3/17.

Another budget training will be held during fall flex day for managers or anyone interested in budget process,

1. **Other**
2. **Future Agenda Items**
	1. Suggestion Drop Box (needs to be put in new portal)
	2. Refine Budget Calendar (in Spring)
	3. Fiscal Health ~~March 18, 2016~~
	4. Student Travel & Meals – Revisit Policy

**Adjourned 10:47 am**

**Next Meeting: February 3, 2017**