

From: [Arlitha Williams-Harmon](#)
To: [Maribel Hernandez](#); [Jacqueline Peters](#)
Subject: PC Budget Committee Orientation Packet
Date: Friday, May 7, 2021 9:18:00 AM
Attachments: [0_COVER-Index.docx](#)
[1_CC - SJR-COM - BUDGET.doc](#)
[2_Budget Planning Calendar rev 09-06-2019 - DRAFT.doc](#)
[3_Porterville College Budget Narrative 9-20-2013.doc](#)
[4_Chart of Accounts Summary.docx](#)
[5_Accreditation Report.docx](#)
[6_Annual Program Review Update 9 2017.xls](#)
[7_Budget Planning Links_rev.doc](#)
[8_Request for One-Time Funds.doc](#)
[9a_Rubric - Instructional.docx](#)
[9b_Rubric - Non Instructional.docx](#)
[10_5-Year Instructional Plan.docx](#)
[image001.png](#)

Good Morning,

As discussed in prior budget meeting, attached is the Budget Committee Orientation Packet (several documents). You can access the previous and current information on SharePoint in [INSidePC](#). Sorry for the delay in providing.

[KCCD Committees](#) / [Porterville College](#) / [Budget Committee](#)

Budget Committee

About the Committee

[Budgeting 101 Website \(Canvas\)](#)

The committee establishes an annual Budget Planning calendar; utilizes instructional and non-instructional program reviews and budget requests in the budget planning process; recommends institutional fiscal priorities within funding parameters; informs the college community of overall budget matters, including the identification of key indicators of the college's fiscal health; evaluates the fiscal impact of proposed institutional plans and other policy-level actions at the request of the President or CC; identifies patterns of change in the college operating environment that may have a significant impact on college budget planning or fiscal operations; identifies potential areas for analysis of cost savings or effective use of resources; and assists in the development of plans for acquiring additional college resources.

FUNCTIONS

1. Become knowledgeable and "experts" about the college budget and process.
2. Update and follow established Budget Planning Process.
3. Review and update process and procedures to make recommendations on the development of the college budget.
4. Document and communicate the budget process and yearly timeline to all campus constituency groups.
5. Communicate information about the current state of the college budget to all campus constituency groups.
6. Review district and college priorities, including: Governing Board Policies, Chancellor/District Priorities, President's Goals and Action Plans, College Strategic Plan, Program Reviews
7. Develop "Standards for Budget Recommendations".
8. Review requests and prioritize budget recommendations and submit to the CC.
9. Maintain an ongoing sharing of information and recommendations with campus representatives on the district budget committee.

Meeting Times

Meetings are to be held on the 1st and 3rd Fridays of each month during the semesters. The team chairs shall call regular and special meetings.

Next Meeting

Budget Committee Meeting - May 7th, 2021

[Agenda](#)
[Minutes](#)

Last Meeting

Budget Committee Meeting - April 30th, 2021

[Agenda](#)
[Minutes](#)

[« Previous Meetings](#)

Forms

Attachment

Size

Thanks,



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