



# Budget Development Committee Meeting Minutes

October 2, 2024 at 11:00 am

Recorder: Andrea Anderson

LPC Mission Statement	LPC Planning Priorities	
Las Positas College is an inclusive, learning-centered, equity-focused environment that offers educational opportunities and support for completion of students' transfer, degree, and career-technical goals while promoting life-long learning.	Establish a knowledge base and an appreciation for equity; create a sense of urgency about moving toward equity; institutionalize equity in decision-making, assessment, and accountability; and build capacity to resolve inequities.	Increase student success and completion through change in college practices and processes: coordinating needed academic support, removing barriers, and supporting focused professional development across the campus.
<b>Chair</b>	<b>Faculty Association (1)</b>	<b>SEIU (1)</b>
<input checked="" type="checkbox"/> Sean Brooks (Non-Voting Member)	<input type="checkbox"/> Heike Gecox	<input type="checkbox"/> Jason Maxwell
<b>Administrator At-Large</b>	<b>PBC Members</b>	<b>Classified Professional on PBC</b>
<input type="checkbox"/> Ken Cooper <input type="checkbox"/> Kevin Harral <input checked="" type="checkbox"/> Nan Ho	<input type="checkbox"/> Ashley Young <input checked="" type="checkbox"/> Rajinder Samra <input checked="" type="checkbox"/> Rajeev Chopra	<input checked="" type="checkbox"/> David Rodriguez <input type="checkbox"/> Aubrie Ross
<b>Classified Professionals</b>	<b>Faculty Member At-Large</b>	<b>LPC Administrative Services Officer</b>
<input type="checkbox"/> Alesia High <input type="checkbox"/> Rabiah Choudry	<input checked="" type="checkbox"/> David Powers <input type="checkbox"/> Titian Lish	<input checked="" type="checkbox"/> Sui Song (Non-Voting Member)
<b>LPCSG Student (1)</b>		
<input type="checkbox"/> Seerat Kaur		

Attendance (Quorum = 8)

Agenda Item	Information/Discussion	Action/Assigned To
1.	<p><b>Call to Order</b> <i>For information</i></p> <ul style="list-style-type: none"> <li>Meeting called to order by S. Brooks at 11:10 am</li> </ul>	Sean Brooks
2.	<p><b>Review &amp; Approve Agenda</b> <i>For action</i></p> <ul style="list-style-type: none"> <li>We do not have quorum to approve agenda.</li> </ul>	None
3.	<p><b>Review &amp; Approve Prior Minutes</b> <i>For action</i></p> <ul style="list-style-type: none"> <li>We do not have quorum to approve prior minutes.</li> </ul>	None
4.	<p><b>Action Items</b> <i>For Action</i></p> <ul style="list-style-type: none"> <li>None</li> </ul>	None
5.	<p><b>Old Business</b> <i>For discussion</i></p> <ul style="list-style-type: none"> <li>Review Budget <ul style="list-style-type: none"> <li>We will showcase our budget and present it at the Town Hall Meeting</li> <li>Overall Budget for Fiscal Year 2024-2025 is almost \$45 million. <ul style="list-style-type: none"> <li><b>Year to Date:</b> When we think of 3 months of activity that's about a quarter of the year, which means 25% of our budget should be expended.</li> <li>We're right now about 25.9%, so 26% in aggregate because July expenses are pretty low.</li> <li>August and September, we were trending upwards.</li> <li>We are running at a deficit.</li> </ul> </li> </ul> </li> </ul>	None

	<ul style="list-style-type: none"> <li>▪ This is going to be tight fiscal year, so we'll continue to monitor appropriately and make adjustments as we move along.</li> <li>○ Part Time Faculty Salaries <ul style="list-style-type: none"> <li>▪ Same issue as last year.</li> <li>▪ We will look at some structural adjustments over time.</li> <li>▪ When Full Time Faculty are awarded with re-assigned time, we have to backfill assignments with Part Time Faculty</li> <li>▪ These are items we will continue to look at over time.</li> </ul> </li> <li>○ Try to lean on leveraging some Grant Funds and look to the District for some additional help and solutions.</li> <li>• Review of Resource Allocation Model <ul style="list-style-type: none"> <li>○ There are fixed costs taken off top and what's remaining is the split.</li> <li>○ Allocated Resources to LPC is about 39%</li> <li>○ Next 2 years, we will need to figure out how to handle LPC's growth and receive the resources we may need to continue our growth pattern.</li> </ul> </li> </ul>	
6.	<p><b>New Business</b> <i>For discussion</i></p> <ul style="list-style-type: none"> <li>• PBC Agenda Review <ul style="list-style-type: none"> <li>○ Goals to keep</li> <li>○ Charge of PBC</li> <li>○ Jonah was going to look at both colleges to see the latest P1, P2, P3 <ul style="list-style-type: none"> <li>▪ Use spreadsheet to create a mock up where both colleges will stand based on actual SCFF metrics and the FTES metrics.</li> </ul> </li> <li>○ What DEMC's number might look like going forward in the month of October</li> <li>○ Need Clarification <ul style="list-style-type: none"> <li>▪ See reserves broken down by where they were allocated</li> </ul> </li> </ul> </li> </ul>	None
7.	<p><b>Updates</b> <i>For information</i></p> <ul style="list-style-type: none"> <li>• BDC Meetings <ul style="list-style-type: none"> <li>○ Take place Wednesday at 11am before PBC Meeting</li> </ul> </li> </ul>	None

	<ul style="list-style-type: none"> <li>▪ Next Meeting October 31<sup>st</sup> at 9am</li> <li>▪ December Meeting: 12/04 at 11am <ul style="list-style-type: none"> <li>• Determine January to May 2025 meeting schedule</li> </ul> </li> </ul>	
8.	<p><b>Good of the Order</b> <i>For information</i></p> <ul style="list-style-type: none"> <li>• Update governance worksheet with new time and change from subcommittee to actual committee to take to college council for approval</li> </ul>	None
9.	<p><b>Future Agenda Items</b> <i>For discussion</i></p> <ul style="list-style-type: none"> <li>• Budget at particular points in time</li> <li>• Position Control</li> <li>• Allocation Numbers from DEMC</li> <li>• Restricted Funds and Categorical Funds</li> </ul>	None

**Meeting adjourned at 11:48AM**

**Next meeting: Thursday, October 31st**