

# Committee/Council/Senate Report

## Committee - Budget

**Purpose Statement:** • Make recommendations to District Governance Senate on policies, planning and other matters related to fiscal resources

- Review and revise budget assumptions that guide budget development
- Monitor the District’s fiscal solvency
- Review the draft budget in its developmental stages
- Oversee, evaluate and assess the budget development process including making recommendations for Above-Base Funds and the District’s Faculty Obligation Number
- Provide budget analysis to the District Governance Senate
- Develop and maintain a process for ensuring that resource allocations are linked to district planning
- Review and discuss implementation of policies related to fiscal resources
- Serve as a forum for dialogue on ongoing fiscal activities, such as monthly and quarterly reports
- Review and share information on the state budget
- Conduct annual assessment of its own processes

**Membership:** Ron Perez, Co-Chair - Administrator  
 Michael Skaff, Co-Chair - Faculty  
 Mary Schaefer- Confidential  
 Louann Waldner - Administration  
 David Loverin - Administration  
 Zach Patterson - Administration  
 James McDonnell - Faculty  
 John Sorber - Faculty  
 Manlia Xiong - Faculty  
 TBD - Adjunct Faculty  
 Angela Sanchez - Classified  
 Nick Terry - Classified  
 Molly Brackett, Student  
 Nadalie Cosme, Student  
 Linda McCauley or Designee - Ex-Oficio  
 Leangela Miller-Hernandez or Designee - Ex-Oficio

<i>Initiatives</i>	<i>Evaluations</i>	<i>Results</i>	<i>Actions</i>
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<b>General Expectations</b> - Agendas Posted Minutes Recorded	<b>Directly related to Outcome</b>	<b>Report Type:</b> End-of-Year <b>Result:</b> Carried Forward Agendas have been posted for all meetings in 2019-20.	
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<i>Initiatives</i>	<i>Evaluations</i>	<i>Results</i>	<i>Actions</i>
<p>Quorum Attained Attendance at Meetings Recorded in Minutes <b>Initiative Status:</b> Active <b>Academic Year:</b> 2013 - 2014, 2014 - 2015, 2015 - 2016, 2016 - 2017, 2017 - 2018, 2018 - 2019, 2019 - 2020, 2020 - 2021 <b>Start Date:</b> 09/02/2013</p>	<p><b>Directly related to Outcome</b></p>	<p>Quorums have been attained at all meetings. Minutes have been approved and posted for each meeting and the attendance at the meetings has been recorded in the minutes. (04/12/2021)</p> <hr/> <p><b>Report Type:</b> End-of-Year <b>Result:</b> Carried Forward Agendas have been posted for all meetings in 2019-20. Quorums have been attained at all meetings. Minutes have been approved and posted for each meeting and the attendance at the meetings has been recorded in the minutes. (04/13/2020)</p> <hr/> <p><b>Report Type:</b> End-of-Year <b>Result:</b> Carried Forward Agendas have been posted for all meetings in 2018-19. Quorums have been attained at all meetings. Minutes have been approved and posted for each meeting and the attendance at the meetings has been recorded in the minutes. (04/17/2019)</p> <hr/> <p><b>Report Type:</b> End-of-Year <b>Result:</b> Carried Forward Agendas have been posted for all meetings in 2107-18. Quorums have been attained at all meetings. Minutes have been approved and posted for each meeting and the attendance at the meetings has been recorded in the minutes. (05/02/2018)</p> <hr/> <p><b>Report Type:</b> End-of-Year <b>Result:</b> Carried Forward Agendas have been posted for all meetings in 2016-17. Quorums have been attained at all meetings. Minutes have been approved and posted for each meeting. The attendance at the meetings has been recorded in the minutes. (03/21/2017)</p> <hr/> <p><b>Report Type:</b> End-of-Year <b>Result:</b> Carried Forward Agendas have been posted for all meetings in 2015-16. Quorums have been attained at all meetings. Minutes have been approved and posted for each meeting. The attendance at the meetings has been recorded in the minutes. (04/06/2016)</p> <hr/> <p><b>Report Type:</b> End-of-Year</p>	

<i>Initiatives</i>	<i>Evaluations</i>	<i>Results</i>	<i>Actions</i>
	<b>Directly related to Outcome</b>	<b>Result:</b> Carried Forward Agendas have been posted for all meetings in 2014-15. Quorums have been attained at all meetings. Minutes have been approved and posted for each meeting. The attendance at the meetings has been recorded in the minutes. (04/15/2015)	
<p><b>Annual Above-Base Training (19-20, 20-21)</b> - Continue annual fall above-base training; enhance above-base training for Budget Committee members, as needed</p> <p><b>Initiative Status:</b> Active</p> <p><b>Academic Year:</b> 2019 - 2020, 2020 - 2021</p> <p><b>Start Date:</b> 08/28/2019</p>	<b>Directly related to Outcome</b>	<p><b>Report Type:</b> End-of-Year</p> <p><b>Result:</b> Carried Forward Due to COVID-19 in-person meeting restrictions, the annual Above-Base training was included as part of the Program Review training session on August 14, 2020. This training will be incorporated into the annual Program Review training sessions. (04/12/2021)</p> <hr/> <p><b>Report Type:</b> End-of-Year</p> <p><b>Result:</b> Carried Forward Above-base resource request training for all faculty and staff was held on September 3, 2019. The video link and PowerPoint presentation used during the training was shared via COSeNEWS on September 9, 2019. Budget Committee reviewed and discussed the PowerPoint at their September 25, 2019 meeting. (04/13/2020)</p>	
<p><b>Monitor New Student Centered Funding Formula as it Affects COS (19-20, 20-21)</b> - Budget Committee will monitor and ensure effective use of resource allocations and promotion of greater equity and success for students with those state allocations.</p> <p><b>Initiative Status:</b> Active</p> <p><b>Academic Year:</b> 2019 - 2020, 2020 - 2021</p> <p><b>Start Date:</b> 08/28/2019</p>	<b>Directly related to Outcome</b>	<p><b>Report Type:</b> End-of-Year</p> <p><b>Result:</b> Carried Forward Budget Committee received updates on the 19-20 and 20-21 budget appropriations via the Student Centered Funding Formula at their September 10, October 8 &amp; 22, November 12, December 10, 2020, January 28, and March 11, 2021 meetings. (04/13/2021)</p> <hr/> <p><b>Report Type:</b> End-of-Year</p> <p><b>Result:</b> Carried Forward Budget Committee has received updates on the FY 2019-20 and 2020-21 appropriations for the Student Centered Funding Formula during academic year 2019-20. Currently in the budget planning stages for FY 2020-21 and waiting for the Governor's May Revise in order to prepare the FY 2020-21 tentative budget. Information will be shared at the following venues: Budget Committee, DGS, Campus Forums and Governing Board meetings. (04/13/2020)</p>	

<i>Initiatives</i>	<i>Evaluations</i>	<i>Results</i>	<i>Actions</i>
<p><b>Use of One-Time Funds 20-21 -</b> Budget Committee will participate in one-time resource allocation process in 2020-21 according to the resource allocation manual/resource allocation diagram.</p> <p><b>Initiative Status:</b> Active <b>Academic Year:</b> 2020 - 2021 <b>Start Date:</b> 08/27/2020</p>	<p><b>Directly related to Outcome</b></p>	<p><b>Report Type:</b> End-of-Year <b>Result:</b> Carried Forward After analyzing the State’s deferral impact to COS and our cash flow position, it was determined that the COVID-19 Special Reserve in the amount of \$13M is sufficient to meet the District’s cash flow needs through FY 20-21. Therefore a recommendation was made to transfer \$5.5M from the estimated FY 20-21 surplus to Capital Projects in support of the Tulare Phase II A/B project along with the OH enclosure. At the February 25, 2021 meeting the committee voted to allocate \$5.5M to the Capital Project fund in support of the Tulare Phase II A/B project. (04/13/2021)</p>	
<p><b>Review CARES Act I/II/III and COVID-19 Funding -</b> Budget Committee will review and make recommendations, where necessary, on the effective use of CARES Act I/II/III and COVID-19 Special Reserve Funding</p> <p><b>Initiative Status:</b> Active <b>Academic Year:</b> 2020 - 2021 <b>Start Date:</b> 08/27/2020</p>	<p><b>Directly related to Outcome</b></p>	<p><b>Report Type:</b> End-of-Year <b>Result:</b> Carried Forward Budget Committee reviewed a spreadsheet of the CARES Act I/II/III and COVID-19 Special Reserve expenditures in September, October, December 2020, and January, February, March, and April 2021. The new HEERF II/III expenditures were reviewed in January, February, March, and April 2021. (04/12/2021)</p>	