

# **Budget Allocation Model Task Force Meeting Minutes for May 6, 2020**

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## **In Attendance:**

Dr. Carla Walter, Vice Chancellor of Finance & Administration  
Adil Ahmed, Executive Fiscal Director  
Andrea Stokes, Capital Projects Coordinator  
Jennifer Shanoski, PFT President  
Jamille Teer, Representative, Local 1021  
Donald Moore, DAS President  
Scott Barringer, Representative, Local 39  
Tina Vasconcellos, Vice President of Student Services, COA

Richard Ferreira, Executive Assistant, Finance (Minutes)

## **Absent:**

Richard Thoele, President, Local 1021  
Fred Bourgoin, Faculty Senate President

### **I. STANDING ITEMS**

1. Called to order: 9:00 am
2. Adoption of the Agenda for May 6, 2020 - Adopted
3. Approval of Minutes from October 24, 2019 - Adopted

### **II. DISCUSSION/APPROVAL**

#### **1. Review Progress in 2019/20**

Richard Ferreira and Andrea Stokes will set up Teams site for the BAM Task Force and add all the information.

Previous allocation models were based on the FTES for the colleges.

Andrea Stokes will share a spreadsheet from December, 2019 regarding discussions with members.

Services centralized and de-centralized was an important discussion with the Chancellor in the past.

Considered fixed and other costs like Marketing, Student Services and General Services is important.

The Goal was that not all departments were equal, but somehow we needed to be able to factor them in the Budget and how we attempt to allocate resources.

Student Success was about students attending, transferring, and graduating (diplomas and certificates).

It is possible that not all concerns may be resolved with one formula. The BAM is a living document and may need to be revisited time and time again.

## **2. Set meeting dates for 20/21 with goals and objectives**

Set up meetings for the Fall and there will not be meetings during the Summer.

Next BAM meeting for Wednesday, May 20, 2020.

In the future the meetings will continue in October.

Before the end of May summarize a document.

Site up and information by Friday, May 22, 2020.

Meet the second and fourth Thursdays each month from 3:00 pm to 5:00 pm for October.

PBC meetings calendar for the Fall is provided by the Chancellor's Office.

The goal is to have a plan by the fourth Thursday in October.

## **3. Research BAM's in non-basic aid CCCD's with multi campus locations**

Trend analysis needed in some areas, based on year and reason.  
Some areas may include Student Services and Distant Education.

There is variation at the colleges and district so Student Success should be the need and driving force for the BAM.

## **III. AGENDA ITEMS FOR NEXT MEETING**

Recommendation to schedule meetings for the Fall with specific outcomes or set goals for each of the meetings.

**IV. NEXT MEETING:** Wednesday, May 27, 2020 at 11:00 am TO 12:00 pm.

**V. ADJOURNMENT**