



**Planning & Budgeting Committee Minutes
(PBC Committee)**

October 15, 2021 9:00 am to 11:00 am

Meeting Location: Zoom Video Conference ID: 769-987-656

Co-Chair: Adil Ahmed, Interim Vice Chancellor for Finance & Admin.

Co-Chair: Thomas Renbarger, Academic Senate President

PBC Membership

Adil Ahmed, Co-Chair, Interim Vice Chancellor of Finance & Admin.	Dr. Nathaniel Jones, III, President, College of Alameda
Thomas Renbarger, Co-Chair, Merritt Academic Senate President	Dr. Tina Vasconcellos, Vice President of Student Services, COA
Donald Moore, DAS President	Aurelie Sciaroni, Student Representative
Matthew Freeman, Faculty, BCC	Helen Ku, Institutional Research Designee
Jennifer Shanoski, PFT President	Louie Martirez, Classified Senate Appointee
Scott Barringer, Local 39 Representative	David M. Johnson, President, Merritt College
Kawanna S. Rollins, SEIU Representative	Richard Ferreira, Executive Assistant, District, Note taker
Tami Taylor, Interim Budget Director	

Total Number of Members is 14. Quorum is 8.

In Attendance:

Adil Ahmed, Co-Chair, Interim Vice Chancellor of Finance & Admin.
 Thomas Renbarger, Co-Chair, Merritt Academic Senate President
 Donald Moore, DAS President
 Matthew Freeman, Faculty, BCC
 Scott Barringer, Local 39 Representative
 Kawanna S. Rollins, SEIU Representative
 Tami Taylor, Interim Budget Director
 Dr. Nathaniel Jones, III, President, College of Alameda
 Dr. Tina Vasconcellos, Vice President of Student Services, COA
 Helen Ku, Institutional Research Designee
 David M. Johnson, President, Merritt College

Richard Ferreira, Executive Assistant, Finance & Admin., Note taker

Absent:

Jennifer Shanoski, PFT President
 Aurelie Sciaroni, Student Representative

Guests:

Lowell Bennett, Faculty, Merritt College
 Momo Lim, Internal Auditor, District
 Sean Brooks, Vice President of Administrative Services, BCC
 Garth Kwiecien, Vice President of Administrative Services, Merritt
 Andrea Stokes, Capital Outlay, Coordinator, Finance & Administration
 Ava Lee-Pang, Senior Supervisor, Administration & Business Support, COA
 Francis Howard, Adjunct Librarian, Merritt
 Joseph J. Bielanski, Jr., DAS Representative
 Siri Brown, Vice Chancellor, Academic Affairs & Student Success
 C.M. Brahmabhatt, Consultant, Cambridge West Partnership
 Randy Yang, Faculty, BCC
 Derek Pinto, Vice President of Administrative Services, Laney

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Agenda Item	Committee Goal	Strategic Plan Goal	Outcome	Action Items	Follow Up on Action Items
I. Standing Items					
A. Call to Order			The meeting was called to order at 9:10 am and quorum was met.		
B. Adoption of the Agenda			Motion and seconded to accept the agenda as written. Motion approved.		
C. Approval of Minutes			Motion and seconded to accept the Minutes from September 3, 2021 for the PBC meeting. Motion approved.		
D. Report of Action Taken			Budget Allocation Model (BAM) Taskforce committee has been meeting. Feedback received. Next and possible final draft of the BAM Handbook that incorporated considerations from the integrated Student Centered Funding Formula (SCFF). Report of College Budget Committees. BCC reached out to the Finance Department and C.M. Brahmhatt in coming to a meeting and discussing Budgets. More to come with the other colleges.		
E. Public Comments			Lowell Bennett presented comments that students want our classes. Advocated for a revenue versus cost perspective. Emphasis on the growth mindset and bring in more revenues. He will be speaking more about it on Flex Day at Merritt College.		

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II. Carried-Over and New Items	Committee Goal	Strategic Plan Goal	Outcome	Action Items	Follow Up on Action Items
A. Review Schedule C Basic Allocation and Hold Harmless		E.3 — Fiscal Oversight	<p>Co-Chair Ahmed presented information to be provided about the Schedule C Basic Allocation and Hold Harmless.</p> <p>He provided information on the Total Computational Revenue for the District and how it matched the Finance Department figures for the SCFF and Hold Harmless with the State.</p> <p>The point was made that the Hold Harmless Funding and Stability Protection Adjustment will not be available in the future. The annual District budget would be reduced from \$127,857,819 to \$112,850,361, for example.</p> <p>VC Ahmed discussed various options on how to address the future deficit. In the past, it was recommended that vacant positions be frozen until a Steering Committee could be created and work with the colleges to determine, as a group, the best way to reduce costs.</p>		
B. Review of the Budget Development Calendar		E.3 — Fiscal Oversight	<p>Co-Chair Ahmed presented and requested approval for the Budget Development Calendar for FY 2022-23 with the changes from PBIM Summit and the BAM Taskforce. The term of Town Hall meeting changed to District Office Presentation at the Colleges Level Budget Committee meetings. Forward recommendation to PGC.</p>		

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			<p>Motion to approve the Budget Development Calendar. Amendment to accept the item as an Action item on the Agenda. Motion approved.</p>		
C. Review of PBIM Meeting Calendar for PBC Meetings		E.3 — Fiscal Oversight	<p>Co-Chair Renbarger Review the PBIM Meeting Calendar for the FY 2021-22.</p> <p>Meeting generally the third Friday of each month.</p> <p>Concern with April 22, 2022 PBC meeting date and request for clarification the reason separate PGC on the same date.</p>		
D. Agenda Items for the next PBC meeting		E.3 — Fiscal Oversight	<p>In the future, a recommendation was made that any agenda items be noted specific as approval for the Topic as an Action Item.</p> <p>Co-Chair Renbarger requested any agenda items for the next PBC meeting.</p> <p>Proposal made that a broad Taskforce (with PBC and PGC) be created. Proposed action item to create and exploratory task force to investigate possible solutions to balance revenue and expenditures without hold harmless funding. (Realignment taskforce).</p> <p>Proposed Action Item: Review and Approval BAM Taskforce Final draft of the BAM Handbook.</p>		

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			Proposed Review: Suggestions/brainstorm solutions for how to frame the reduction of future funds and concerns with FTEF.		
II. Next Meeting			November 19, 2021, 9:00 am to 11:00 am December 10, 2021, 9:00 am to 11:00 am		
IV. Adjournment			The PBC meeting was adjourned at 10:37 am.		