BUDGET PLANNING COMMITTEE (BPC)
Planning for the 2015-16 Budget Year

DECEMBER 10, 2014, 3:00 PM, BOARDROOM

AGENDA

STANDING OPENING ITEMS:
1. Call Meeting to Order – 3:00 pm
2. ACTION REQUIRED: Approve Meeting notes from November 5, 2014

DISCUSSION/ACTION:
1. ACTION REQUIRED:
2. DISCUSSION: CO Enrollment Growth Funding Model
3. DISCUSSION: Growth in benefits costs in budget forecast

STANDING CLOSING ITEM:
1. Discuss: Plus, Minus, Delta/Closing the loop on this meeting – 4:25 pm
   CR BPC website: http://inside.redwoods.edu/BudgetPlanning/
   CR Accreditation website: http://www.redwoods.edu/accreditation/

CCC confer is available for those unable to attend in person.

PARTICIPANT DETAILS
> Dial your telephone conference line: (888) 450-4821
> Cell phone users dial: 719-785-4469
> Enter your passcode: 412235
1. **ACTION REQUIRED**: Review and update FPC charge and membership
2. Discuss: Rebalancing Measure Q Projects (Action will be required once the rebalance is completed)
3. **ACTION REQUIRED**: Update Facilities Master Plan

**STANDING CLOSING ITEM:**
1. Discuss: Plus, Minus, Delta/Closing the loop on this meeting
PRELIMINARY DRAFT PROPOSED TECHNOLOGY SUBCOMMITTEE AGENDA
Date, Time, and Location TBD

1. **ACTION REQUIRED**: Review and update TPC charge and membership

2. **ACTION REQUIRED**: Update Technology Master Plan

STANDING CLOSING ITEM:

1. Discuss: Plus, Minus, Delta/Closing the loop on this meeting
BUDGET PLANNING COMMITTEE (BPC)

Planning for the 2015-16 Budget Year

Wednesday, November 5, 2014
3:00 p.m.
Board room
Draft
Summary Notes

MEMBERS PRESENT
Sue Alton, Tami Engman, Angelina Hill, Lee Lindsey, Tami Matsumoto (phone), Keith Snow-Flamer and Lorie Walsh.

CALL TO ORDER
The meeting was called to order by Lee Lindsey

ACTION
APPROVE SUMMARY NOTES
The summary notes from October 15, 2014 were approved with recommended changes. The final draft will be posted on the BPC website.

PRINCIPLES/ RUBRIC
The committee discussed the need to review and update the rubric for ranking the resource requests. Mr. Lindsey suggested integrating items from BPC and TPC rubrics along with a couple more items into a bulleted list. He noted that this is a simple way to get a rubric that aligns well.

Tami Matsumoto pointed out that the committee used a rubric in the past for ranking the Measure Q list. Tami Engman mentioned that the rubric is posted on the BPC website under the 10/30/13 supporting documents. Lee will review it and send it out to the committee for feedback.

BOND PROJECT REPORT & BALANCES
Mr. Lindsey stated that the bond project report presented to the Board of Trustees at their November meeting shows that nearly all of the Measure Q funds have been allocated. He also stated that although the projects to be funded by Measure Q have been identified there are many remaining projects throughout the district that will need to be funded by another source. He went on to say that some of these projects will be addressed in the Utility Infrastructure upgrade but others will not. He noted that it is unlikely that there will be money available in the general fund for these projects. It will be a struggle for the district to maintain the facilities and we must carefully prioritize any funding that comes to us.

Mr. Lindsey commented that as the Facility Master Plan is updated this committee will play an important role in identifying the types of things that will go into it.

BUDGET FORECAST PREP
There was discussion regarding the budget forecast and Mr. Lindsey stated that it’s difficult to forecast when we don’t know what the FTEs will be. He stated that if we stay at about 4100 FTE there will not be much extra funding. He stated that he is considering two budget scenarios, one that will show growth and the other will show no growth. He noted that he is concerned that everyone will focus on the negative as the overall impact.
Mr. Lindsey stated that the deficit factor from the state is unknown and the economy can have an impact on that. He does feel more comfortable since the general fund balance is up a little. However, he's concerned because we haven't had a year that we underestimated the revenue reserve. He noted that we will discuss as a committee what amount should go into the forecast for the deficit factor. In the past we've been very conservative and done really well with the budget planning. Hopefully enrollments will be up and we will meet our target for fall.

Dr. Hill cautioned the committee about projecting growth. She noted that unless there are really good reasons that point to it, should we put it out there?

Mr. Lindsey finished up by stating that this budget forecast is going to look a little different than in the past. He plans to put some packages together that are easy to understand so that the committee can make a good recommendation to the president.

ADJOURNED 4:30 p.m. Submitted lw