STANDING OPENING ITEMS:
1. Call Meeting to Order – 3:00 pm
2. **ACTION REQUIRED:** Approve Meeting notes and Agenda. – 3:01 pm

DISCUSSION/ACTION:
1. **ACTION REQUIRED:** Finalize plan for reviewing resource requests under the new BPC structure. Potential options might include the following, plus any other options that may be brought up during the meeting: - 3:02 pm
   
   1.1 Facilities and Technology subcommittees rank their part of the resource requests first, then BPC ranks the full list.
   
   1.2 BPC simply ranks the full list without going to the subcommittees first.
2. **DISCUSS:** Resource requests. Here is a suggested plan: This is committee members’ opportunity to discuss resource requests, ask questions and so forth. We will try to get clarification/responses/answers, then email the group. Then, we will include time on the next agenda for additional discussion. Then, we’ll start the voting process based on our decision in number 1 above. – 3:07 pm
3. **DISCUSS:** Potential IT solution for Distance Education video streaming – Steven Roper. – 3:35 pm
4. **DISCUSS:** State utility infrastructure funding – Steven Roper. The attachment shows that CR will receive $3.4 million to begin architectural planning on this project. Total project budget is $34.7 million. – 3:45 pm

STANDING CLOSING ITEM:
1. Discuss: Plus, Minus, Delta/Closing the loop on this meeting – 3:55 pm

CR Accreditation website: [http://www.redwoods.edu/accreditation/](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: 327118
Wednesday, February 19, 2014
3:00 p.m.
SS 104
Draft
Summary Notes

MEMBERS PRESENT
Michael Dennis, Tami Engman, Angelina Hill, Anita Janis (phone), Lee Lindsey, Tami Matsumoto, MaryGrace McGovern, Crystal Morse, Dan Potts (phone), Steven Roper, Keith Snow-Flamer, Carla Spalding and Lorie Walsh.

OTHERS PRESENT
Lynn Thiesen

CALL TO ORDER
The meeting was called to order by committee co-chair Michael Dennis

ACTION

APPROVAL OF MEETING NOTES
The meeting notes from December 18, 2013 were approved with minor revisions; the final version will be posted on the website.

MEASURE Q UPDATE
Vice President Lindsey reported that there is approximately $1.5 M in Measure Q funds leftover from the construction of the new Academic Buildings or about $300,000 more than anticipated. Mr. Lindsey proposed that a re-fresh be done to district vehicles as most are over 10 years old and have very high mileage. He expects that this will cost around $150,000. He will send out a list of additional projects that will include the vehicle update and a couple of items that he missed on the initial list and will request members to vote yes or no. No action was taken at this time.

2014-15 BUDGET
There was a lengthy discussion regarding the budget for fiscal year 2014-15, it was noted that there is currently a $1.4M shortfall. It was also noted that enrollments have dropped about 30% from 2009-10 and the district is currently on stability funding. Next year’s funding will drop due to the loss of enrollments.

Vice President Lindsey proposed two possible budget saving solutions:

1. There is $200,000 from the 12/13 FY budget and another $200,000 from this year’s budget that is being held for the deficit factor or mid-year cut from the chancellor’s office. He stated that the Chancellor’s Office has indicated that the deficit factor is trending more favorably, and thus proposed that these funds go towards reducing the shortfall on a one-time basis. The committee voted unanimously use to the $400,000 held for mid-year cuts to reduce the 2014/15 shortfall.

2. Reduce or defer $180,000 set aside for Capital Outlay projects. The committee voted unanimously to temporarily defer the $180,000 in Capital Outlay projects for 2014-15.

With committee consensus of these budget saving solutions the
committee was able to reduce the budget shortfall by a total of $580,000.

Discussion continued regarding other ways that may be possible for budget savings to be realized.

The de-registration process was discussed, and it was determined that there are a minimal number of students negatively affected. The importance of the de-reg process was also discussed, and it was noted that this process is critical in the collection of enrollment fees. De-reg helps encourage students to apply for BOG fee waivers and financial aid. The de-reg process also helps to keep the number of delinquent student accounts under control. Mr. Lindsey stated that a better way to manage “marginal revenue” is through targeted fee waivers funded by the District, such as the $20K provided for Academy of the Redwoods (AR) students. AR students must first apply for a BOG fee waiver before drawing against the District funded fee waiver.

Mr. Lindsey stated that there will also be some budget savings due to the reduction of services and fees for the Special Trustee which is already included in the forecast. There may also be a modest retirement incentive offered to staff and faculty. He voiced concern regarding further faculty and staff reductions; however, then some type of negotiated pay concessions would be necessary to address the remaining budget shortfall. He also stated that it is very important for accreditation that the district maintain above a 5% reserve in the general fund. He stated that the ACCJC would likely immediately return CR to Show Cause if the fund balance deteriorates again.

ADJOURNED  4:00

SUBMITTED  lw